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July 1988 - June 1989

URBAN/MUNICIPAL

AGENDAS / MINUTES OF THE
FINANCE COMMITTEE
OF COUNCIL

# THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

CA4ON HBLA05
C51F3

1988 July 14

URBAN MUNICIPAL

JUL 19 1989

GOVERNMENT DOCUMENTS

NOTICE OF MEETING

Finance Committee

Tuesday, 1988 July 19
2:00 o'clock p.m.
Room 233, City Hall

John Thompson
Secretary

AGENDA

1. Approval of the minutes of the Finance Committee meeting held 1988 June 21.

2. **Manager of Purchasing**

   Replace Roof Dalewood and Central Memorial Recreation Centres.

3. **Settlement Claims**

   (a) Joanne Forte, accident of 1987 October 7.

   (b) Silvana Angelone and Danilo Angelone vs. The Corporation of the City of Hamilton, 1984 November 9.

   (c) Ester Iantomasi vs. The Corporation of the City of Hamilton, 1985 April 29.

   (d) Gladys Entwistle and Kenneth Entwistle vs. The Corporation of the City of Hamilton, 1986 August 14.

4. **Director of Public Works**

   Processing Claims Settlements by Outside Solicitors - Signing Authority.
   See comments of City Solicitor.

CANADIAN FOOTBALL HALL OF FAME 25 YEARS 1963-1988 HAMILTON

5. Grant Appeal

   Hamilton-Wentworth Police Association Slo-Pitch Tournament.

6. Treasurer

   (a) Major Repairs - Vehicle Numbers 1645 and 1648 (Fire Vehicles).

   (b) 84 Emerald Street North Registered in Accordance with the Municipal Affairs Act. Request for a Quit Claim Deed.

   (c) Financing of School Crossing Guard at Inverness Avenue and Elcho Street.

   (d) Overdraft in Human Resources Centre Advertising Account.

7. New Business.

8. Adjournment.

JT/jc

Tuesday, 1988 June 21
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

**There were present:** Alderman P. O. Valeriano, Chairman
Alderman T. Cooke, Vice-Chairman
Mayor R. M. Morrow
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman P. Cowell
Alderman J. Gallagher
Alderman D. Ross

**Also present:** Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammel, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. D. Vyce, Director of Property
Mr. T. Bradley, Manager of Purchasing
Mr. D. Vyce, Director of Property
Mr. J. Thompson, Secretary

1. **Minutes**

Adoption of Minutes

The minutes of the meeting of the Finance Committee held 1988 May 03 were received and adopted as circulated to the members.

The Committee was in receipt of the minutes of the special meeting of the Finance Committee held Tuesday, 1988 May 31 in which Alderman J. Gallagher was recorded as absent.

The Secretary's note indicated that following the meeting and subsequent to the preparation of the minutes of this meeting, Alderman Gallagher requested that a notation be included in the official minutes to indicate his displeasure in being recorded as absent inasmuch as he was available for the regularly scheduled meeting of the Finance Committee on 1988 May 24 which was cancelled on short notice due to the lack of a quorum. In addition, he stated that notwithstanding that the notice for this special meeting was given by the City Clerk within the one day requirement, he personally did not receive his notice until noon the day of the meeting.

Alderman Gallagher proceeded to explain that he was not given proper notice within the prescribed time and that it is the City Clerk's responsibility to ensure that he receives proper notice pursuant to the Procedural By-law.

Alderman Cowell commented that the attendance records of members of City Council should not be affected if they are unable to attend special meetings.

It was moved by Alderman Cowell, seconded by Alderman Agro and carried that the Legislation Committee be requested to review the entire matter of attendance at special meetings.

Following discussion, the minutes of the special meeting of the Finance Committee held 1988 May 31 were received and adopted as circulated to the members.

Alderman Gallagher was recorded as opposed to being recorded as absent from the special meeting.

1988 Grant Appeal - Hamilton-Wentworth Police Association

2. **1988 Grant Appeal - Hamilton-Wentworth Police Association**

At its meeting held 1988 May 03, the Finance Committee denied a convention/reception grant request from the Hamilton-Wentworth Police Association. The applicant has subsequently asked to appeal this decision.

Mr. Dave Cummins, Chairman, Denis H. Williams Slo-Pitch appeared before the Committee requesting a grant in the amount of $500. to be used to offset the park rental charges for the Denis H. Williams Slo-Pitch Tournament to be held at Globe Park.

Following the presentation by the applicant and having regard to the present balance of the unallocated grant funds in the amount of $400., the Committee approved that the Parks and Recreation Committee be requested to consider waiving the park rental fee of $500. for the slo-pitch tournament to be held at Globe Park 1988 July 23 and July 24.

As this tournament will take place prior to the July Council meeting, it was suggested that Alderman Murray, Chairman of the Parks and Recreation Committee may wish to poll the members of his Committee with the view to submitting a recommendation to City Council on 1988 June 28, if necessary.

General Grant Request - National Council of Jewish Women

3. **General Grant Request - National Council of Jewish Women**

The following recommendations of the Grants Co-ordinator as outlined in a report dated 1988 May 19, were received.

(a) That consideration be given to the following general grant request of $250. from the National Council of Jewish Women to offset the costs of additional liability insurance for their event to be held at Hamilton Place 1988 September 10.

(b) That the funding for any recommended grant be provided from the Unallocated Grant Funds Account No. 0374-XXXX.

Additional 1988 Convention/ Reception Grant Requests

4. **Additional 1988 Convention/Reception Grant Requests**

The Committee was in receipt of a report of the Grants Co-ordinator dated 1988 June 15 recommending that consideration be given to the following convention/reception grant requests:

(a) French Centre requesting $500. to defray the costs of celebrating St. Jean de Baptiste, 1988 June 25.

(b) Ukranian Orthodox Church of Canada requesting $1 500. to defray the costs of celebrating world wide the Millennium of the Ukranian Orthodox Church August 13 to August 14 at the Convention Centre and Copps Coliseum.

It was noted in the report that the balance of the unallocated grant funds for 1988 is $400. subject to the other grant requests and appeals to be heard by the Finance Committee.

Following discussion, the Committee agreed to recommend to City Council that a convention/reception grant in the amount of $250. be made to the French Centre to be used to assist in defraying the costs of celebrating St. Jean de Baptiste, 1988 June 25 and that the funding for this grant be provided from the Unallocated Grant Funds Account No. 0374-XXXX.

With respect to the grant request from the Ukranian Orthodox Church of Canada, the Committee agreed to refer this request to the Regional Legislation and Reception Committee due to the nature and size of the event.

5. **Future 1988 Grant Requests**

Future 1988 Grant Requests

As outlined in a report of the Grants Co-ordinator dated 1988 May 18, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That all future requests for 1988 grants be forwarded to the Finance Committee on a timely basis as information items only.

(b) That at the request of a member of the Finance Committee, a grant request could be placed on a Finance Agenda for consideration.

6. **1989 Karate Championships - Grant Request**

1989 Karate Championships - Grant Request

The Committee was in receipt of a grant request from Mr. A. Rizzo for $4 500. to offset the costs associated with the annual Canadian and Provincial Karate Championships which will be held at the Hamilton Convention Centre 1989 February 25. He has requested a decision if possible by the end of June to facilitate the organization and promotion of the event.

It was noted that the Municipal Act prohibits an outgoing City Council from commiting a succeeding City Council to an expenditure during the term of office of the new City Council.

The Committee unanimously agreed to recommend the new Committee and new City Council that the grant request of $4 500., be approved. This commitment should be sufficient to satisfy the immediate needs of the applicant with respect to facilitating the organization and promotion of the event.

Note: Alderman Copps was recorded as opposed to the recommendation of the Committee.

7. **Replacement of Golf Course Mower, Public Works Department**

Replacement of Golf Course Mower, Public Works Department

As outlined in a report of the Manager of Purchasing dated 1988 May 27, the Committee agreed to submit the following recommendation to City Council for approval:

(a) That a purchase order be issued to R.M.C. Equipment Ltd., Markham in the amount of $42 120. for the replacement of Golf Course Mower No. 9481 for the Parks Division, Public Works Department in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

(b) As this equipment is required for grass cutting immediately, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: The Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Settlement of Claims

(g) **Gerald Dolman and City vs. Royal Insurance Company of Canada, 1987 February 26**

That the City accept the sum of $15 589.94., all inclusive of damages, interest and cost for settlement of this claim.

Note: This action arises from an automobile accident in which a City vehicle was struck by an uninsured motorist. The City employee, Mr. Dolman, suffered neck and back injuries, which were only completely resolved eight months after the accident. The City commenced an action against the Royal Insurance pursuant to the Uninsured Motorist Provisions of the City's standard Motor-vehicle Policy.

The insurer for the City has made the following offer:

| | |
|---|---|
| General Damages | $ 1 500.00 |
| WCB Medical Aid | $ 271.87 |
| WCB Disability Benefits | $ 8 875.48 |
| Interest | $ 900.00 |
| Cost | $ 1 100.00 |
| Interest | $ 900.00 |
| Total | $12 647.37 |

The City's insurer has already made a payment of $2 942.59 in satisfaction for the City's claim for damage to the City vehicle.

The City's expenses in connection with this file are:

| | |
|---|---|
| WCB Medical Aid | $ 271.87 |
| WCB Disability | $ 8 875.48 |
| Medical Reports | $ 40.00 |
| Legal Disbursements | $ 50.00 |
| Legal Fees | $ 1 500.00 |
| Total | $11 687.35 |

If settlement is accepted there would be a net payment to the City's employee of $1 010.02. Counsel for the City is of the opinion that this is a fair and reasonable settlement.

(h) **Eric Jones vs. Chris Firth-Eagland and the City, 1987 October 23**

That the City pay the amount of $3 929.86 as an all inclusive settlement of the plaintiff's claim.

Note: This action arises from an automobile accident on the on 1987 October 23 in which a City vehicle failed to yield the right of way to through traffic when entering an intersection. The plaintiff, as a result of this accident, was off from work for five weeks and suffered from extensive bruising and tenderness of his chest and right ribs. The plaintiff still complains of occasional rib pain and of resulting sleep disorders five months after the accident.

Settlement of Claims

The plaintiff is prepared to accept the following damages:

| | |
|---|---|
| General Damages | $ 1 750.00 |
| Out-of-pocket Expenses | $ 1 547.66 |
| Interest | $ 132.20 |
| Legal Costs | $ 500.00 |
| Total | $ 3 929.86 |

Counsel for the City believes that the amount sought by the plaintiff is reasonable in the circumstances.

(i) **Natalie Hovrilenko and Alexander Hovrilenko vs. the City and Thomas R. Birnie and Gertrude Birnie, 1986 February 07**

That the City and Thomas Birnie each pay the plaintiff $2 750., all inclusive of damages, interest and costs, in settlement of this claim.

Note: This action involves a 54 year old women who slipped on ice and broke her wrist and forearm. She wore a cast for several days, took some physiotherapy and was fully recovered two months after the accident, but for a lump on her wrist.

It is unclear whether the plaintiff fell in front of the co-defendant's property or on City property. For this reason, it was agreed that the defendants would recommend that liability for the plaintiff's injuries would be apportioned between them. The plaintiff, moreover, is employed at the office of her solicitor. She is therefore likely to vigourously pursue her claim since she does not face the usual disincentive for litigation, namely, legal fees. As the amount of the plaintiff's claim is relatively small, it is our opinion that it will be less expensive for the City to settle at this stage, rather than incur further legal costs in litigating the proper apportionment of negligence.

Counsel for the City feels that the total amount of the plaintiff's damages are reasonable in the circumstances.

(j) **Emilia DiLeonardo vs. the City of Hamilton, 1986 April 18**

That the City pay the plaintiff $7 144.65 in settlement of the plaintiff's claim for damages, interest and costs.

Note: This action arises from an accident in which the plaintiff fell over a 1" trip in a City sidewalk. She suffered a fracture to her knee and torn cartilege and swelling for several months. It is likely that she will have long term problems with the mobility of her injured knee.

Settlement of Claims

The solicitor for the plaintiff is prepared to accept the following offer:

| | |
|---|---|
| General Damages<br>($ 9 000.00 minus 50% contributor negligence) | $ 4 500.00 |
| Pre-judgment interest<br>(10% per annum for 2 years) | $ 900.00 |
| Special Damages | $ 934.65 |
| Party and Party Costs | $ 810.00 |
| Total | $ 7 144.65 |

Counsel for the City is of the opinion that this is a fair and reasonable settlement given the injuries suffered and the extent of the non-repair of the City's sidewalk.

(k) **The Corporation of the City of Hamilton vs. Pearson, 1985 September 22**

That the City consent to an Order dismissing the action without costs.

Note: In this accident a City guard rail was damaged by a motor vehicle owned by the defendant, Helen Pearson. Evidence was given on the examination of her son, Kenneth Pearson, that a friend of his was driving the motor vehicle without Helen Pearson's consent. Liability would, therefore, not attach to the defendant, Helen Pearson for the City's damage. The limitation period for commencing an action against the friend who was driving the vehicle, has passed.

The solicitor for the defendants has indicated that he is willing to consent to dismissal of the action without costs. Under the circumstances, Counsel for the City believes that this offer is a reasonable one, especially as the City's damages are only $2 804.74.

Lease - Walkway from James Street North to Municipal Car Park No. 36 - Sang Woon Park

9. **Lease - Walkway from James Street North to Municipal Car Park No. 36 - Sang Woon Park**

As outlined in a report of the Director of Property dated 1988 May 13, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the City of Hamilton renew the lease with Mr. Sang Woon Park for lands on James Street North for a pedestrian walkway measuring approximately 5 feet by 158.77 feet for a period of three years commencing 1988 January 1 to 1990 December 31 at a rental of $650. per year including taxes (estimated at $450. for 1988).

(b) That the City Solicitor be authorized and directed to prepare the necessary lease.

Note: Mr. Park has granted the City the option to renew this agreement for a further three year period at the same rent, terms and conditions.

10. **Report on the National Conference of the Appraisal Institute of Canada**

Report on the National Conference of the Appraisal Institute of Canada

The Committee received a conference report of the Director of Property dated 1988 June 13 on the national conference of the Appraisal Institute of Canada which was held 1988 June 01 to June 04 in Winnipeg, Manitoba.

11. **Information Systems Committee - Director/Facilities Manager - Special Hiring Committee**

Information Systems Committee - Director/Facilities Manager - Special Hiring Committee

The Committee received an information report from the Secretary of the Information Systems Committee advising that City and Regional Councils have approved that a special hiring committee be constituted to review applications/proposals for the Director/Facilities Manager to be composed of the Chairman and Vice-Chairman of the following committees:

(a) Information Systems Committee

(b) Region's Finance and Personnel Committee

(c) City's Finance Committee

(d) City's Executive Committee

12. **Financing Operating Costs of the Former West Avenue School**

Financing Operating Costs of the Former West Avenue School

As outlined a report of the Treasurer dated 1988 June 06, the Committee agreed to submit the following recommendation to City Council for approval:

That the amount of $40 930 required for the balance of 1988 for operating costs at the former West Avenue School be financed by a transfer from the Contingency Account No. 0378-1198 to the appropriate accounts of the Property Department.

Note: City Council in adopting Section 3 of the Thirteenth Report of the Executive Committee on 1988 May 31, requested the Finance Committee to recommend the method of financing the operating costs of $40 930. estimated requirement to the end of 1988.

13. **Financing Additional Funds Related to the City's Grey Cup Float**

Financing Additional Funds Related to the City's Grey Cup Float

As outlined in a report of the Treasurer dated 1988 June 06, the Committee agreed to submit the following recommendation to City Council for approval:

That the additional amount of $15 000. to increase the Grey Cup Float appropriation from $25 000. to $40 000. and the estimated cost of $3 100. for the City's participation in the Kitchener-Waterloo Oktoberfest Parade with the Float and Hamilton Firefighters' Band on 1988 October 10 be financed by a transfer from the Contingency Account No. 0378-1198 to 0370-0262 ($15 000.) and 0370-0260 ($3 100.).

Note: City Council in adopting Sections 13 and 15 of the Thirteenth Report of the Executive Committee on 1988 May 31, requested the Finance Committee to recommend the method of financing.

Financing of Additional Staff for Building Department Related to Lot Grading

14. **Financing of Additional Staff for Building Department Related to Lot Grading**

The following recommendation of the Treasurer as outlined in a report dated dated 1988 June 14 was lost due to a tie vote and in accordance with the policy will be submitted to City Council for its consideration and disposition. This item was approved at the Planning and Development Committee meeting on 1988 June 15.

> "That the addition of two Inspectors and one Stenographer to the staff of the Building Department as of 1988 September 01, related to the policy on lot grading, at an estimated cost in 1988 of $65 518. be financed by a transfer of the remaining balance of $33 453. in the Contingency Account and the difference of $32 065. by approved overdraft to the appropriate accounts of the Building Department."

Status of 1988 Contingency Account

15. **Status of 1988 Contingency Account**

As outlined in a report of the Treasurer dated 1988 June 16, the Committee agreed to submit the following recommendation to City Council for approval:

> That, due to the fact that there are no funds remaining in the 1988 Contingency Account, Standing Committees and Departments be informed that the cost of any new unbudgeted programs or services in 1988 be financed from within the departmental budget or, if necessary, the appropriate Standing Committee's global budget for the balance of 1988.

Financing of School Crossing Guard at Intersection of Main Street East and Walter Avenue

16. **Financing of School Crossing Guard at Intersection of Main Street East and Walter Avenue**

As outlined in a report of the Treasurer dated 1988 May 17, the Committee agreed to forward the following recommendation to City Council for approval:

> That the $3 770. estimated requirement to finance the cost of a School Crossing Guard at Main and Walter Streets, as approved by City Council 1988 April 26 by Section 11 of the Seventh Report of the Transport and Environment Committee, be funded from within the existing budget of the School Crossing Guards, on an overdraft basis if necessary.

Financing of Two Additional Licence Inspectors and Related Costs

17. **Financing of Two Additional Licence Inspectors and Related Costs**

As outlined in a report of the Treasurer dated 1988 June 15, the Committee agreed to submit the following recommendation to City Council for approval:

> That the cost of hiring two additional licence inspectors, later in 1988, plus vehicles and other related costs, not exceed $52 500. which is the amount of revenue generated by the sale of 20 additional taxi plates, be authorized as an approved overdraft in the appropriate accounts of the City Clerk's Department.

Note: City Council in approving Section 1 of the Seventh Report of the Legislation Committee 1988 May 10, directed the Finance Committee to recommend the method of financing the cost of hiring two additional licence inspectors plus other related costs.

Note: Aldermen Agro and Copps were recorded as opposed.

18. **Liability Insurance**

Liability Insurance

As outlined in a report of the Treasurer dated 1988 May 17, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the City's liability insurance policies be renewed on 1988 July 01 for a one year period.

(b) That the City Clerk and the Treasurer continue to review and evaluate other insurance options such as increasing the deductible amounts, expanding the self-insurance program and "pooling" with other municipalities.

19. **Write-off of Outstanding Realty and Business Taxes**

Write-off of Outstanding Realty and Business Taxes

As outlined in a report of Treasurer dated 1988 May 16, the Committee agreed to submit the following recommendation and note to City Council for approval:

That the outstanding realty and business taxes in the amount of $92 298.10, be written-off as uncollectable in accordance with Section 495 of the Municipal Act, R.S.O., 1980 and charged to Account No. 0220, Tax Write-offs.

Note: Copies of the Schedules outlining realty and business tax accounts which are, in the opinion of the Treasurer, uncollectable are available from the Secretary or the Treasurer.

20. **Position of "Internal Auditor"**

Position of "Internal Auditor"

As outlined in a report of the Treasurer dated 1988 June 09, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That a new position of "Internal Auditor" be established in the Finance Division of the Treasury Department to be filled in 1989,

(b) That the Treasurer submit a job description to the Human Resources Centre for evaluation and rating, and

(c) That a subsequent report and recommendation on financing and other details be prepared for consideration by Committee and City Council following the completion of the job rating by the Human Resources Centre.

Impact of 1% Increase in Ontario Retail Sales Tax, in 1988 Provincial Budget

21. **Impact of 1% Increase in Ontario Retail Sales Tax, in 1988 Provincial Budget**

As outlined in a report of the Treasurer dated 1988 June 15, the Committee agreed to submit the following recommendation to City Council for approval:

That the Minister of Municipal Affairs be requested to increase the City of Hamilton 1988 Unconditional Grant in an amount equal to the increase under the Retail Sales Tax Act imposed by the 1988 Provincial Budget.

Note: The changes in the Retail Sales Tax Act announced in the 1988 Ontario Budget of 1988 April 20, effective 1988 May 02, will increase tax an estimated $217 040. in the following areas:

| | | |
|---|---|---|
| (i) | Additional 1% tax on taxable materials, supplies and equipment | $105 770. |
| (ii) | Gasoline - unleaded (additional .01 cent per litre) | $ 3 200. |
| | - leaded (additional .04 cent per litre) | $ 43 480. |
| (iii) | Ready-mix concrete and asphalt mix | $ 64 590. |
| | | $217 040. |

As these tax increases were not announced until after the 1988 Current and Capital Budgets of the City were approved, provision has not been made for these increases.

Proposed Comprehensive Audit Projects

22. **Proposed Comprehensive Audit Projects**

The Committee was in receipt of a report of the Treasurer dated 1988 June 15 recommending the following:

(a) That the City's external auditors, Pannell Kerr MacGillivray, in accordance with City Council's adoption on 1988 May 10 by Section 4 of the Ninth Report of the Finance Committee be authorized to conduct comprehensive audits on two selected functions of the City, 1) Insurance/Risk Management at a fee in the range of $20 000. to $30 000. and, 2) Real Estate/Property at a fee in the range of $60 000. to $80 000.

(b) That the Insurance/Risk Management area in the $20 000. to $30 000. range be funded from the "Reserve for Uninsured Losses" Account No. 0280-36;

(c) That the Real Estate/Property area in the $60 000. to $80 000. range be funded from the "Reserve for Property Purchases", Account No. 0280-02.

Mr. Mike Collyer and Mr. Mike Hudson of Pannell Kerr MacGillivray were in attendance to discuss the Treasurer's recommendations with the Committee.

Proposed Comprehensive Audit Projects

It was moved by Alderman Ross, seconded by Alderman Agro and carried that a comprehensive audit be conducted on the Community Development Department rather than the Insurance/Risk Management Area.

Following consideration, the Committee agreed to forward the following recommendations to City Council for approval, as amended:

(a) That the City's external auditors, Pannell Kerr MacGillivray, in accordance with Section 4 of the Ninth Report of the Finance Committee adopted by City Council 1988 May 10, be authorized to conduct comprehensive audits on the following two selected functions of the City:-

(i) Community Development Department at a fee in the range of $20 000. to $30 000., and

(ii) Real Estate/Property at a fee in the range of $60 000. to $80 000.;

(b) That the Community Development Department in the $20 000. to $30 000. range and the Real Estate/Property area in the $60 000. to $80 000. range be funded from the "Reserve for Property Purchases", Account No. 0280-02.

Status of Reserve Accounts

23. **Status of Reserve Accounts**

As outlined in a report of the Treasurer dated 1988 June 15, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That $5 000 000. be transferred from Reserve for Debt Charges (0280-19) to Reserve for Capital Projects (0280-27).

(b) That $40 000. be transferred from Reserve for Hamilton Public Library - Capital Projects (0280-43) to Reserve for Repairs Building - Library (2283).

(c) That the Reserve for Uninsured Losses - Fire and Public Liability, Account No. 0280-36 be maintained at a net balances of $2 000 000.

(d) That the Reserve for Property Purchases, Account No. 0280-02, be maintained at or around, the net recommended level of $2 500 000. as was approved in 1984 and the excess balance of $2 151 000. be transferred to the following Reserves:

| Reserves | Account No. | Amount |
|---|---|---|
| Reserve for Hosting of Conferences with Municipal Subject Content. | 0280-54 | $ 10 000. |
| Reserve for Realty Taxes - Beach Strip Properties. | 0280-38 | $ 30 000. |
| Reserve for Services for Unsubdivided Lands Development | 0280-12 | $1 750 000. |
| Reserve for Uninsured Losses - Fire and Public LIability | 0280-36 | $ 361 000. |
| | | $2 151 000. |

Financing Firefighter's Protective Inoculation Measures

**24. Financing Firefighter's Protective Inoculation Measures**

As outlined in a report of the Treasurer dated 1988 June 20, the Committee agreed to submit the following recommendation to City Council for approval:

That the amount of $60 000. requested by the Fire Department and to be considered by the Personnel Committee at its meeting to be held 1988 June 22 for inoculation of each Firefighter be financed from within the present budget of the Fire Department through identifying savings that have occurred or other expenditures that have been or will be reduced or deleted.

Note: The proposed inoculation program will be considered by the Personnel Committee 1988 June 22.

Financing of School Crossing Guard at Intersection of Britannia and McLaren Avenues

**25. Financing of School Crossing Guard at Intersection of Britannia and McLaren Avenues**

As outlined in a report of the Treasurer dated 1988 June 20, the Committee agreed to submit the following recommendation to City Council for approval:

That the $2 700. estimated requirement to finance the cost of a School Crossing Guard at Britannia and McLaren Avenues be funded from within the existing budget of the School Crossing Guards, on an overdraft basis if necessary.

Note: This item was approved at the Transport and Environment Committee meeting on 1988 June 20.

Financing of School Crossing Guard at Intersection of Emerald and Stinson Streets

**26. Financing of School Crossing Guard at Intersection of Emerald and Stinson Streets**

As outlined in a report of the Treasurer dated 1988 June 20, the Committee agreed to submit the following recommendation to City Council for approval:

That the $3 350. estimated requirement to finance the cost of a School Crossing Guard at Emerald and Stinson Streets be funded from within the existing budget of the School Crossing Guards, on an overdraft basis if necessary.

Note: This item was approved at the Transport and Environment Committee meeting on 1988 June 20.

Adjournment

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN P. O. VALERIANO, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1988 June 21

Typed by M. J. Walton

2.

# FOR ACTION

JUN 21 1988

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1988 June 17
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACE ROOF DALEWOOD AND CENTRAL MEMORIAL RECREATION CENTRES

**RECOMMENDATION**
That a purchase order be issued to Jocelyn Roofing & Sheet Metal, Hamilton, in the amount of $57,800 to replace the roof at Dalewood and Central Memorial Recreation Centres in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) quotations received. Funds provided in Maintenance to Civic Buildings, Re-roof Dalewood and Central Memorial Recreation Centres, Account #0408-E45001.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Quotation Analysis

| | Dalewood | Central | Total |
|---|---|---|---|
| Jocelyn Roofing & Sheet Metal, Hamilton | $28,634 | $30,338 | $57,800 |
| Riddell Sheet Metal & Roofing, Hamilton | 41,270 | 35,230 | 76,500 |
| Julian Roofing, Hamilton | No Bid | 31,320 | Incomplete |

Project advertised and four suppliers requested to bid.

3(a)

# FOR ACTION

*REPORT TO:* J. Thomson, Acting Secretary, Finance Committee

*FROM:* Gary J. Kuzyk, Ross & McBride

*DATE:* June 17, 1988
*COMM FILE:*
*DEPT FILE:* C-87-411

*SUBJECT:* Joanne Forte; Accident of October 5, 1987

*RECOMMENDATION* That the City pay the amount of $1,450.00 as an all inclusive settlement of the complainant's claim

| K.A. Rouff | Gary J. Kuzyk | J. Pavelka, Eng. |
|---|---|---|
| City Solicitor | Ross & McBride | Public Works |

*FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)*

See above recommendation

*BACKGROUND* This matter arises from an incident in which a City employe accidentally struck the complainant in the face with the lid of a garbage can. The complainant suffered a cut to the left side of her face, requiring stitching, and missed several days from school. She will also have a slight permanent scar.

We have negotiated a proposed settlement for the sum of $1,450.00, broken down as follows:

| | | |
|---|---|---|
| General Damages | | |
| ($2,000 minus 50% for contributory negligence) | | |
| Special Damages | | $1,000.00 |
| Pre-judgment Interest | | 200.00 |
| Legal Costs: | Disbursements | 66.74 |
| | Fees | 180.00 |
| TOTAL | | $1,446.74 |

(Which we have agreed would be rounded up to $1,450.00).

We believe this to be a very good settlement as it is our opinion that few judges would award general damages, even after a discount for contributory negligence, of less than $2,000.

cc: K.A. Rouff, Esq.
cc: Rose Salayko
cc: J. Pavelka

3(6)

# FOR ACTION

***REPORT TO:*** J. Thompson, Acting Secretary, Finance Committee

***FROM:*** Gary J. Kuzyk, Ross & McBride

***DATE:*** June 20, 1988
***COMM FILE:***
***DEPT FILE:*** C-84-424

***SUBJECT:*** Silvana Angelone and Danilo Angelone vs City of Hamilton;

Motor vehicle accident - November 9, 1984

***RECOMMENDATION*** That the City pay the plaintiffs $30,092.88 in settlement of the plaintiffs' claims for damages, interest, and costs.

Gary J. Kuzyk,
Ross & McBride

J.G. Pavelka, P. Eng.
Director of Public Works

K.A. Rouff,
City Solicitor

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

See above recommendations

***BACKGROUND***

This action arises from an accident in which a City motor vehicle pulled out of the entrance to a shopping plaza and struck the plaintiffs' motor vehicle. The female plaintiff suffered a sprain to almost her entire skeletal system. She suffered, and continues to suffer, from headaches, neck, shoulder and neck pain, and from a restriction of motion in her neck and shoulders, and these problems are likely to be long-term.

The solicitor for the plaintiff is prepared to accept the following offer:

| | |
|---|---|
| General Damages | $15,000.00 |
| Special Damages: | |
| Wage Loss | 2,569.69 |
| Miscellaneous, including OHIP | 2,773.25 |
| Pre-judgment interest | 6,249.94 |
| Party and Party Costs | 3,500.00 |
| TOTAL | $30,092.88 |

We believe that this is a fair and reasonable settlement, given the injries suffered.

cc: Rose Salayko, Claims Coordinator
cc: J.G. Pavelka, Director of Public Works
cc: K.A. Rouff, City Solicitor

3(c)

# FOR ACTION

***REPORT TO:*** J. Thompson, Acting Secretary, Finance Committee

***FROM:*** Gary J. Kuzyk, Ross & McBride

***DATE:*** June 21, 1988
***COMM FILE:***
***DEPT FILE:*** C-85-280

***SUBJECT:*** Ester Iantomasi vs City of Hamilton;
Trip and Fall - April 29, 1985

***RECOMMENDATION*** That the City pay the amount of $3,000 as an all-inclusive contribution towards settlement of the plaintiff's claim.

| Gary J. Kuzyk, Ross & McBride | J.G. Pavelka, P. Eng. Director of Public Works | K.A. Rouff, City Solicitor |
|---|---|---|

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

See above recommendation

***BACKGROUND*** This action arises from an accident in which the plaintiff tripped in a pothole in a City sidewalk. The pothole was formed when the co-defendant, O'Brien Contracting, cut a hole in the sidewalk to remove a pole. Although O'Brien shares the majority of reposnsibility for the fall, the City has a duty to inspect and repair its sidewalks.

We have negotiated a settlement for the sum of $7,700, all inclusive, for which the City would contribute $3,000 and O'Brien $4,700. This is a good result having regard to the injuries suffered by the plaintiff, which include a ligament injury to the ankle, and back strain and pain which persisted for at least 2 1/2 years after the accident. We therefore recommend settlement.

cc: Rose Salayko, Claims Coordinator
cc: J.G. Pavelka, Director of Public Works
cc: K.A. Rouff, City Solicitor

3(a)

# FOR ACTION

***REPORT TO:*** J. Thompson, Acting Secretary, Finance Committee

***FROM:*** Gary J. Kuzyk, Ross & McBride

***DATE:*** June 23, 1988
***COMM FILE:***
***DEPT FILE:*** C-86-326

***SUBJECT:*** Gladys Entwistle and Kenneth Entwistle vs The Corporation of the City of Hamilton;

Trip and Fall - August 14, 1986

***RECOMMENDATION*** That the City pay the amount of $7,500 as an all inclusive contribution towards settlement of the plaintiff's claim.

Gary J. Kuzyk,
Ross & McBride

J. Pavelka, P. Eng.
Director of Public Works

"K.A. Rouff" per: P. Hooker
K.A. Rouff,
City Solicitor

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

See above recommendation

RECEIVED
JUN 24 1988
LEGAL DEPARTMENT
THE CORPORATION OF THE CITY OF HAMILTON

***BACKGROUND*** This action arises from a fall suffered by a female plaintiff, caused by a three quarter inch trip in a City sidewalk. As a result of the fall, the female plaintiff suffered traumatic tendonitis in her left shoulder, causing a limitation of movement in that shoulder and pain, and also an injury to her left knee. Although the knee injury has cleared, the injury to the shoulder does not show signs of improvement.

The plaintiffs have agreed to a settlement of their claims for the following amount:

| | |
|---|---|
| General damages ($9,000 reduced by 50% for contributory negligence) | $4,500.00 |
| Special damages | $1,023.54 |
| Pre-judgment interest | 979.10 |
| Costs | 975.40 |
| TOTAL | $7,478.04 |
| | (Rounded up to $7,500) |

The height of the trip in the sidewalk brings it within the range of actionable trips for which the City would be liable for some of the plaintiff's damages. We consider that the above recommendation is a fair and reasonable one given the extent of the plaintiff's ongoing injuries.

cc: Rose Salayko, Claims Coordinator
cc: K.A. Rouff, Esq.
cc: J. Pavelka, Director of Public Works

4.

# FOR ACTION

***REPORT TO:*** Mr. J. Thompson, Acting Secretary
Finance Committee

***FROM:*** Mr. J.G. Pavelka, Director
Public Works Department

***DATE:*** 1988 June 15
***COMM FILE:***
***DEPT FILE:*** 88-1010

***SUBJECT:***

Processing Claims Settlements by Outside Solicitors - Signing Authority

***RECOMMENDATION***

That the following signing authority limitations for claims settlements prevail:

a) Director of Public Works and City Solicitor approval to $5,000.

b) Director of Public Works, City Solicitor and C.A.O. between $5,000. and $10,000.

c) Finance Committee and City Council approval over $10,000.

J.G. PAVELKA, DIRECTOR
PUBLIC WORKS DEPARTMENT

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

N/A

***BACKGROUND***

In order to expedite the settlement of claims by outside solicitors and save claim costs due to delays, it is being requested that the above recommendation be approved.

This procedure would also be beneficial during the summer months when the Finance Committee and City Council only meet once a month.

Presently, the Director of Public Works has City Council approval to authorize up to $5,000. in other accounts under his auspices, as does the Chief Administrative Officer have City Council approval for amounts up to $10,000. Accordingly, to cut "red tape" and expedite the work by outside solicitors, it is being recommended that these same approval limits pertain to the settlement of claims.

cc-- Mr. L. Sage, C.A.O.
Mr. K.A. Rouff, City Solicitor
Mrs. R. Salayko, Claims Coordinator

RECEIVED

# MEMORANDUM • CITY OF HAMILTON

JUN 21 1988

CITY CLERKS

TO : Chairman & Members
Finance Committee
ATTENTION: Mr. J. D. Thompson
Acting Secretary

YOUR FILE: 88-1010

FROM : Philip R. A. Hooker

OUR FILE : 130-4.1

SUBJECT : Processing Settlement Claims by Outside Solicitors - Signing Authority

DATE : 1988 June 21

Further to my memo of June 15, 1988 herein, I have since then had an opportunity to review with the City Solicitor the proposed recommendation submitted by Mr. J. Pavelka, Director, Public Works Department.

Mr. Rouff is of the view that these settlements should be a matter of public record, particularly those affecting City employees, and that to increase bureaucratic powers, by not reporting settlement proposals to the Finance Committee and City Council, does not necessarily mean the public's best interests would be served.

Philip R.A. Hooker

Philip R. A. Hooker
for K. A. Rouff
City Solicitor

PRAH/dch
c.c. Mr. J. Pavelka, Director
Public Works Department
c.c. Mr. L. Sage, C.A.O.
c.c. Mrs. Rose Salayko, Claims
Co-Ordinator
Public Works Department

FOR ACTION

5.

***REPORT TO:*** MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

***FROM:*** MR. D. K. BEATTIE
GRANTS CO-ORDINATOR

***DATE:*** 1988 JULY 11
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:***

GRANT APPEAL - HAMILTON-WENTWORTH POLICE ASSOCIATION-SLO-PITCH TOURNAMENT

***RECOMMENDATION***

a) That a Convention/Reception Grant to the Hamilton-Wentworth Police Association, in the amount of $500 representing the Park rental fees at Globe Park for the 1988 Denis H. Williams Slo-Pitch Tournament, July 23-24, 1988, be approved.

b) That this grant be funded from within the Grants Budget Account #0374-XXXX.

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**

See above recommendation.

**BACKGROUND**

The Finance Committee at its meeting June 21, 1988, heard a grant appeal from the Hamilton-Wentworth Police Association requesting a $500 Convention/Reception Grant to offset the park rental fees at Globe Park for the 1988 Denis H. Williams Slo-Pitch Tournament July 23-24, 1988.

Due to limited funds within the Unallocated Grant Funds, that has a present balance of $150, the Finance Committee recommended that the Parks and Recreation Committee consider waiving the park rental fees for this event. A polling of the Parks and Recreation Committee members indicated no support for waiving fees, which if approved would establish a precedent and is contrary to the user-pay policy within the City. Therefore this issue is before the Finance Committee for final resolution. The positive recommendation is based on the supportive comments made by the Finance Committee in making its original grant appeal decision. The funding for this grant is possible after re-examining the Grant accounts. A 1987 grant to the Blessed Sacrament Basketball Club for $500 was returned by the club early in 1988. Their 1987 function relative to the grant was cancelled. This is the only possible source for funding except for the $150 balance within the Unallocated Grant Funds.

6(a)

# FOR ACTION

***REPORT TO:*** MR. J. D. THOMPSON, SECRETARY
FINANCE COMMITTEE

***FROM:*** MR. E. C. MATTHEWS
TREASURER

***DATE:*** 1988 JULY 6
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:***

MAJOR REPAIRS - VEHICLE NUMBERS 1645 AND 1648 (FIRE VEHICLES)

***RECOMMENDATION***

a) That the major repairs for vehicles 1645 and 1648 be approved in the amounts of $15,570.85 and $10,405.00 respectively for the a total cost of $25,975.85.

b) That the cost of these major repairs be financed from the Reserve for Major Repairs, Account No. 0280-03, and be added to the total cost of vehicles for depreciation purposes.

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

The cost of these major repairs will be recovered through the annual depreciation charge.

***BACKGROUND***

Both of these vehicles are Fire vehicles purchased in 1976 and will be depreciated in 1991. The original cost of the vehicles was $92,557.00 and $106,000 respectively. These major repairs are recommended by Fleet Superintendent.

c.c. Mr. L. Saltmarsh, Fire Chief
Mr. T. Bradley, Manager of Purchasing
Mr. A. den Otter, Fleet Superintendent, Central Garage

C(6)

# FOR ACTION

***REPORT TO:*** Mr. J. Thompson
Secretary, Finance Committee

***FROM:*** Mr. E. C. Matthews
Treasurer

***DATE:*** 1988 July 12
***COMM FILE:***
***DEPT FILE:*** 10AR-TX01

***SUBJECT:***

84 Emerald Street North Registered in Accordance with the Municipal Affairs Act.
Request for a Quit Claim Deed.

***RECOMMENDATION***

That the Mayor and City Clerk be authorized to execute, in a form satisfactory to the City Solicitor, the documents necessary to quit claim the City's right, title and interest in the property municipally known as 84 Emerald St. North pursuant to the Tax Arrears Certificate registered on August 28, 1984 as instrument number 290879 C.D.

Roy Hammond

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

N/A

***BACKGROUND***

All of the taxes owing pursuant to said Tax Arrears Certificate were paid by the owner and documentation required by the City Solicitor has been satisfactorily completed by the principals involved.

The owner's Solicitor has therefore requested a Quit Claim Deed.

c.c. Mr. K. A. Rouff, City Solicitor
Attention: Mr. R. Roszell

# FOR ACTION

***REPORT TO:*** MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

***FROM:*** MR. E.C. MATTHEWS
TREASURER

***DATE:*** 1988 JULY 12
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:***

FINANCING OF SCHOOL CROSSING GUARD AT INVERNESS AVENUE AND ELCHO STREET

***RECOMMENDATION***

That the $2,500 estimated requirement to finance the cost of a School Crossing Guard at Inverness Avenue and Elcho Street, as approved by City Council by section 62 of the Tenth Report of the Transport and Environment Committee, be funded from within the existing budget of the School Crossing Guards, on an overdraft basis if necessary.

Roy Hammel

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

It is anticipated that sufficient savings will occur in 1988 in the School Crossing Guard's budget to absorb this additional requirement.

***BACKGROUND***

City Council, by Section 62 of the Tenth Report of the Transport and Environment Committee approved this item at the June 28, 1988, meeting.

6(a)

# FOR ACTION

***REPORT TO:*** MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

***FROM:*** MR. E.C. MATTHEWS
TREASURER

***DATE:*** 1988 JULY 13
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:***

OVERDRAFT IN HUMAN RESOURCES CENTRE ADVERTISING ACCOUNT

***RECOMMENDATION***

That the estimated amount of $28,400 required to fund the Advertising account of the Human Resources Centre (City) to the end of 1988 be financed by means of an approved overdraft in the appropriate account of the Human Resources Centre, to be offset by savings in staff costs of individual departments incurring the advertising expense.

Roy Hammond

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

1) The advertising account in the Human Resources Centre for 1988 will be increased to $42,580 from the original $14,180 appropriation.

2) Offsetting savings in individual departmental accounts will be generated for at least the $20,000 estimated further requirement to year end.

BACKGROUND

The Personnel Committee will be considering this issue at their meeting of July 20, 1988; a copy of the report of the Commissioner of Human Resources is attached.

Attach.

# FOR ACTION

FROM: Ms. C. A. Lowe
Commissioner, Human Resources

DATE: July 13, 1988

TO: Personnel Committee

REFER TO FILE NO. _____

ATTENTION OF _____

YOUR FILE NO. _____

SUBJECT: Overdraft Advertising Account

RECOMMENDATION:

1.(a) That an additional estimated amount of $28,400 be provided in the advertising account of the Human Resources Centre (City) to cover a present over-expenditure of $8,400 and an anticipated $20,000 advertising expenditure to year end,

(b) that the originating department or board incurring any future advertising expenses in 1988 demonstrate to the Human Resource Centre that they have achieved equal savings in their accounts by an appropriate delay in hiring of the advertised position,

(c) that the finance committee recommend the method of financing.

FINANCIAL IMPLICATIONS:

1. The Human Resource Centre accounts (City) have been examined and it has been determined that no funds are available from other programs or savings to offset the anticipated expenditures to year end.

2. The City's contingency account has been depleted.

3. The present advertising appropriation of $14,180 would be increased to $42,580 on approval of the above recommendations.

4. The additional $28,400 required would be offset by savings in individual departmental accounts.

BACKGROUND:

You will recall that during the budget process we expressed concern that there may not be sufficient funds in this account for the year 1988 as this account is one which varies from year to year and it is difficult to predict the actual expenditures which may or may not occur. The original budget of $19,180 was reduced by committee by $5,000.

...../2

The following are the expenses incurred to July 9, 1988:

| | |
|---|---|
| Community Development | $ 969.46 |
| Culture & Recreation | 2,538.34 |
| H.E.C.F.I. | 5,939.61 |
| Legal | 5,229.00 |
| Property | 7,092.46 |
| Public Works | 1,077.50 |
| TOTAL | $22,846.37 |

Due to a very tight employment market this year, we are not receiving the number of applicants we normally receive for skilled positions, therefore, it has been necessary to advertise more frequently. Because of that same market condition we are losing staff who might not have left under other circumstances.

DJ/hn

Doreen Jones, Manager Personnel Services

C. A. Lowe, Commissioner Human Resources

CA4 ON HBL A05
C51F3

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1988 August 18

## N O T I C E  O F  M E E T I N G

**FINANCE COMMITTEE**

**Tuesday, 1988 August 23**
**2:00 o'clock p.m.**
**Room 233, City Hall**

John Thompson, Secretary
Finance Committee

JT:mjw

## A G E N D A

A. 2:00 o'clock p.m. - Grant Appeal
- National Council of Jewish Women

1. Approval of the Minutes of the meeting held 1988 July 19.

MANAGER OF PURCHASING

2. Supply and Delivery of Domestic Fuel Oil, Various Departments

DIRECTOR OF PROPERTY

3. Major Maintenance to Civic Buildings

CITY SOLICITOR

4. Expropriation - Mitsui Chattels

CANADIAN FOOTBALL HALL 25 YEARS 1963-1988 HAMILTON

TREASURER

5. Purchase of Services - OMERS

6. Funding of Additional School Crossing Guards at Various Locations

7. Subdivision Securities

8. Procedure/Policy - Signing Limitations for Account Payments
(For Information)

9. Two Comprehensive Audits (For Information)

GRANTS CO-ORDINATOR

10. Cari-Can Festival Grant Application (For Information)

11. Grant Cancellation of Symphony at Dundurn (For Information)

DIRECTOR OF PUBLIC WORKS

12. Settlement of Claim - Guagliano vs. City of Hamilton
(Copy to Follow)

13. Settlement of Claim (For Information)

NEW BUSINESS

ADJOURNMENT

A. 2pm

# FOR INFORMATION

**REPORT TO:** MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. D. K. BEATTIE
GRANTS CO-ORDINATOR

**DATE:** 1988 JULY 19
**COMM FILE:**
**DEPT FILE:**

**SUBJECT:**

GRANT APPEAL - NATIONAL COUNCIL OF JEWISH WOMEN

D Kevin Beattie

**BACKGROUND**

At the Finance Committee meeting of June 21, 1988, a General Grant request from the National Council of Jewish Women was received by the Committee with no action taken. In accordance with the Grant policy the applicant has requested an appeal of this decision.

Attached is the correspondence relative to their general grant request of $250 to defray the costs of providing additional liability insurance for its fund raising event September 10, 1988, for the Hamilton-Wentworth Head Injury Association.

Consistent with prior appeals, the applicant will make a fifteen minute presentation, after which the Committee may ask questions, and take the appeal under advisement. A decision on this appeal should be made prior to the conclusion of the Committee meeting.

The present balance of the unallocated grant funds is $150.

ROBERT M. MORROW
MAYOR

Mayor's Office
Hamilton

RECEIVED
MAY 16 1988
CITY CLERKS

May 11th, 1988

Ms. Susan Roth
Program Chairman
National Council of Jewish Women
26 Jerome Park
Dundas, Ontario
L9H 6H2

Dear Ms. Roth:

Thank you for your letter dated April 26th, in which you ask that the City Hall waive the cost of liability insurance for the use of Hamilton Place.

I have taken the liberty of forwarding a copy of your letter to Mr. E. A. Simpson, City Clerk, for direction to the appropriate committee for further discussion. I am sure you will be hearing from him shortly.

It was good to hear from you.

Yours very truly

Bob Morrow

Robert M. Morrow
Mayor
City of Hamilton

RMM:tt

cc. Mr. E. A. Simpson, City Clerk

City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone: (416) 526-2790

CANADIAN FOOTBALL HALL OF FAME 25 YEARS 1963-1988 HAMILTON

MAY 4 1988

# National Council of Jewish Women

Hamilton Section

Hamilton, Ontario

Mrs. Susan Roth
26 Jerome Park
Dundas, Ontario
L9H 6H2

April 26, 1988

His Worship Mayor Bob Morrow
Hamilton City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow:

I am writing to you in connection with our telephone conversation on April 25, 1988. As mentioned, National Council of Jewish Women, Hamilton Section is doing a fund raising project for the Hamilton-Wentworth Head Injury Association. We are renting Hamilton Place on September 10, 1988 for a performance given by the Second City, National Touring Company.

Robert Ellison of Hamilton Place is requiring that we have one million dollar liability insurance to cover the deductible on Hamilton Place's insurance policy. Tony Anderson of Dalton Insurance has priced this at $250.00 for our organization.

We know that you are supportive of Community Volunteer Organizations. It is with this understanding that we kindly request that City Hall waive our insurance responsibilities.

National Council of Jewish Women and the Hamilton-Wentworth Head Injury Association are very grateful for your help. If you have any questions, please call me at 628-0777.

Sincerely,

Susan Roth
Program Chairman

Tuesday, 1988 July 19
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

**There were present:** Alderman P. O. Valeriano, Chairman
Alderman T. Cooke, Vice-Chairman
Mayor R. M. Morrow
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman P. Cowell
Alderman J. Gallagher
Alderman D. Ross

**Also present:** Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammel, Manager of Budgets
Mr. T. Bradley, Manager of Purchasing
Mr. P. Hooker, City Solicitor's Office
Mr. J. Thompson, Secretary

1. **Minutes**

Adoption of the Minutes of the Meeting Held 1988 June 21

The minutes of the meeting of the Finance Committee held 1988 June 21 were received and adopted as presented.

2. **Replace Roof Dalewood and Central Memorial Recreation Centres**

Replacement of Roof - Dalewood and Central Memorial Recreation Centres

As outlined in a report of the Manager of Purchasing dated 1988 June 17, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Jocelyn Roofing & Sheet Metal, Hamilton, in the amount of $57 800. to replace the roof at Dalewood and Central Memorial Recreation Centres in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

**Note:** Lowest of three (3) quotations received. Funds provided in Maintenance to Civic Buildings, Re-roof Dalewood and Central Memorial Recreation Centres Account No. 0408-E45001.

3. **Settlement of Claims**

Settlement of Claims

As outlined in reports of City's Counsel, Ross and McBride, dated 1988 June 17, 20, 21 and 23 respectively, the Committee agreed to the submit the following recommendations to City Council for approval:

(a) **Joanne Forte, 1987 October 05**

That the City pay the amount of $1 450. as an all inclusive settlement of Joanne Forte's claim.

**Note:** This matter arises from an incident in which a City employee accidentally struck Ms. Forte in the face with the lid of a garbage can. The complainant suffered a cut to the left side of her face, requiring stitching, and missed several days from school. The complainant will also have a slight permanent scar.

Settlement of Claims

Counsel for the City has negotiated a proposed settlement for the sum of $1 450. broken down as follows:

| | |
|---|---|
| General Damages | |
| ($2 000. minus 50% for contributory negligence) | |
| Special Damages | $1 000. |
| Pre-judgment Interest | $ 200. |
| Legal Costs: Disbursements | $ 66.74 |
| Fees | $ 180. |
| TOTAL | $1 446.74 |

(Which Counsel for the City agreed would be rounded up to $1 450.)

Counsel for the City believes this to be a very good settlement as it is their opinion that few judges would award general damages, even after a discount for contributory negligence of less than $2 000.

(b) **Silvana Angelone and Danilo Angelone vs. the City of Hamilton, 1984 November 09**

That the City pay the plaintiffs $30 092.88 in settlement of the plaintiffs' claims for damages, interest and costs.

Note: This action arises from an accident in which a City motor vehicle pulled out of the entrance to a shopping plaza and struck the plaintiffs' motor vehicle. Silvana Angelone suffered a sprain to almost her entre skeletal system. Ms. Angelone suffered and continues to suffer from headaches, neck, shoulder and neck pain and from a restriction of motion in her neck and shoulders and these problems are likely to be long term.

The solicitor for the plaintiff is prepared to accept the following offer:

| | |
|---|---|
| General Damages | $ 15 000. |
| Special Damages: | |
| Wage Loss | $ 2 569.69 |
| Miscellaneous including O.H.I.P. | $ 2 773.25 |
| Pre-judgment interest | $ 6 249.94 |
| Party and Party Costs | $ 3 500. |
| TOTAL | $30 092.88 |

Counsel for the City believes that this is a fair and reasonable settlement given the injuries suffered.

Settlement of Claims

(c) **Ester Iantomasi vs. the City of Hamilton, 1985 April 29**

That the City pay the amount of $3 000. as an all-inclusive contribution towards settlement of the plaintiff's claim.

Note: This action arises from an accident in which the plaintiff tripped in a pothole in a City sidewalk. The pothole was formed when the co-defendant, O'Brien Contracting cut a hole in the sidewalk to remove a pole. Although O'Brien Contracting shares the majority of responsibility for the fall, the City has a duty to inspect and repair its sidewalks.

Counsel for the City has negotiated a settlement for the sum of $7 700. all inclusive for which the City would contribute $3 000. and O'Brien Contracting $4 700. This is a good result having regard to the injuries suffered by the plaintiff which includes a ligament injury to the ankle and back strain and pain which persisted for at least 2 1/2 years after the accident. Counsel for the City therefore recommends settlement.

(d) **Gladys Entwistle and Kenneth Entwistle vs. The Corporation of the City of Hamilton**

That the City pay the amount of $7 500. as an all inclusive contribution towards settlement of the plaintiff's claim.

Note: This action arises from a fall suffered by Gladys Entwistle caused by a three quarter inch trip in a City sidewalk. As a result of the fall, Ms. Entwistle suffered traumatic tendonitis in her left shoulder causing a limitation of movement in that shoulder and pain and also an injury to her left knee. Although the knee injury has cleared, the injury to the shoulder does not show signs of improvement.

The plaintiffs have agreed to a settlement of their claims for the following amount:

| | |
|---|---|
| General damages ($ 9 000. reduced by 50% for contributory negligence) | $ 4 500. |
| Special damages | $ 1 023.54 |
| Pre-judgment interest | $ 979.10 |
| Costs | $ 975.40 |
| TOTAL | $ 7 478.04 |
| (Rounded up to | $ 7 500.) |

The height of the trip in the sidewalk brings it within the range of actionable trips for which the City would be liable for some of the plaintiff's damages. Counsel for the City considers that the above recommendation is a fair and reasonable one given the extent of the plaintiff's ongoing injuries.

Signing Authority - Processing Claims Settlements by Outside Solicitors

4. **Director of Public Works - Processing Claims Settlements by Outside Solicitors - Signing Authority**

The Committee was in receipt of a report of the Director of Public Works dated 1988 June 15 containing the following recommendations:

That the following signed authority limitations for processing claims settlements by outside solicitors prevail:

(a) Director of Public Works and City Solicitor approval to $5 000.

(b) Director of Public Works, City Solicitor and Chief Administrative Officer, between $5 000. and $10 000.

(c) Finance Committee and City Council, approval over $10 000.

The Committee was also in receipt of a letter from Mr. Philip R. A. Hooker dated 1988 June 21 advising that Mr. Rouff is of the opinion that these settlements should be a matter of public record, particularly those affecting City employees, and that to increase bureaucratic powers, by not reporting settlement proposals to the Finance Committee and City Council, does not necessarily mean the Public's best interests would be served.

Alderman Cowell suggested that a mechanism should be implemented whereby settlement of all claims processed under $10 000. be reported to City Council for information.

Following discussion, the Committee agreed to submit the following recommendations to City Council for approval:

That the following signed authority limitations for processing claims settlements by outside solicitors prevail:

(a) Director of Public Works and City Solicitor signing approval of up to $5 000.

(b) Director of Public Works, City Solicitor and Chief Administrative Officer, signing authority between $5 000. and $10 000.

(c) Finance Committee and City Council, approval for over $10 000.

(d) The settlement of all claims processed under (a) and (b) above to be reported to City Council for information.

Note: In order to expedite the settlement of claims by outside solicitors and save claim costs due to delays, it is being requested that the above recommendation be approved.

This procedure would also be beneficial during the summer months when the Finance Committee and City Council only meet once a month.

Presently the Director of Public Works has City Council approval to authorize up to $5 000. in other accounts under his auspices as does the Chief Administrative Officer have City Council approval for amounts up to $10 000. Accordingly, to cut "red tape" and expedite the work by outside solicitors, it is being recommended that these same approval limits pertain to the settlement of claims.

5. **Grant Appeal - Hamilton-Wentworth Police Association Slo-Pitch Tournament**

Grant Appeal - Hamilton-Wentworth Police Association Slo-Pitch Tournament

As outlined in a report of the Grants Co-ordinator dated 1988 July 11, the Committee agreed to forward the following recommendations to City Council for approval:

(a) That a convention/reception grant to the Hamilton-Wentworth Police Association in the amount of $500. representing the park rental fees at Globe Park for the 1988 Denis H. Williams Slo-Pitch Tournament 1988 July 23 to July 24, be approved.

(b) That this grant be funded from within the Grants Budget Account No. 0374-XXXX.

6. **Treasurer**

(a) Major Repairs - Vehicle Nos. 1645 and 1648 (Fire Vehicles)

Major Repairs - Fire Vehicle Nos. 1645 and 1648

As outlined in a report of the Treasurer dated 1988 July 06, the Committee approved the following recommendations:

(i) That the major repairs for vehicles 1645 and 1648 be approved in the amounts of $15 570.85 and $10 405. respectively for the total cost of $25 975.85.

(ii) That the cost of these major repairs be financed from the Reserve for Major Repairs, Account No. 0280-03 and be added to the total cost of vehicles for depreciation purposes.

(b) No. 84 Emerald Street North - Request for a Quit Claim Deed

Request for a Quit Claim Deed - No. 84 Emerald St. N.

As outlined in a report of the Treasurer dated 1988 July 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Mayor and City Clerk be authorized to execute in a form satisfactory to the City Solicitor, the documents necessary to quit claim the City's right, title and interest in the property municipally known as 84 Emerald Street North pursuant to the Tax Arrears Certificate registered on 1984 August 28 as Instrument Number 290879 C.D.

(c) Financing of School Crossing Guard at Inverness Avenue and Elcho Street

Financing of School Crossing Guard at Inverness Avenue and Elcho Street

As outlined in a report of the Treasurer dated 1988 July 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the $2 500. estimated requirement to finance the cost of a school crossing guard at Inverness Avenue and Elcho Street, as approved by City Council by Section 62 of the Tenth Report of the Transport and Environment Committee, be funded from within the existing budget of the School Crossing Guard, or an overdraft basis if necessary.

2.

# FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 August 10
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: SUPPLY & DELIVERY OF DOMESTIC FUEL OIL, VARIOUS DEPARTMENTS

**RECOMMENDATION**
That a purchase order be issued to Gillies-Guy, Hamilton for the supply and delivery of Domestic Fuel as and when required to various departments, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, at the following prices:

| #2 Furnace Oil | Stove Oil |
|---|---|
| .1825 per litre | .1925 per litre |

Based on Toronto Rack Price, subject to change in taxes and the published price in the Oil Buyers' Guide.

NOTE: Lowest of two (2) quotations received. Funds provided in Various Accounts.

T. Bradley

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Quotation Analysis

| Toronto Rack Price | #2 Furnace Oil | Stove Oil |
|---|---|---|
| Gillies Guy, Hamilton | .1825 | .1825 |
| Shell Oil Company, North York | .2190 | .2230 |
| **Post Tank Wagon Price** | | |
| Shell Oil Company, North York | .1990 | .2030 |
| Gillies Guy, Hamilton | .1995 | .2095 |
| Texaco Canada Inc., Hamilton | .2165 | No Bid |
| Petro Partners, Burlington | .2190 | .2390 |

Price per litre. Subject to change in taxes.
This quotation was called in conjuction with various agencies and Area Municipalities.

FOR ACTION

AUG - 2 1988

3.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1988 July 28
*COMM FILE:*
*DEPT FILE:* (2719)

*SUBJECT:* Major Maintenance to Civic Buildings

*RECOMMENDATION:*

(1) That the project, Major Maintenance to Civic Buildings at a gross cost of $250,000.00 as approved for in the 1988 portion of the 1988-1992 Capital Budget be proceeded with at this time.

(2) That the Director of Property be authorized and directed to undertake this work.

(3) That the Executive Committee be requested to recommend the method of financing.

D.W. Vyce

*FINANCIAL IMPLICATIONS:*

Monies of $250,000.00 have been provided for in the 1988-1992 Capital Budget.

*BACKGROUND:*

The 1988 portion of the Capital Budget provides for an allocation of $250,000.00 to be utilized to maintain and repair the numerous Civic Buildings under our jurisdiction, so as to ensure that occupancy and programming within these premises is not interrupted.

In consultation with Mr. R. Swan, Manager of the Property & Maintenance Division of the Property Department, we have developed a rather extensive list of maintenance items required for our buildings; the costs of which are proposed to be charged to the Major Maintenance to Civic Buildings - a Capital Account.

BACKGROUND - continued...

Generally speaking, the maintenance monies will provide for: roof repairs and replacements, electrical and plumbing repairs, some paintings for aesthetics and surface protection, chimney repairs and the purchase of two pieces of equipment - firstly, a single replacement for two obsolete, worn out ice machines and secondly, a carpet cleaning machine to be used in cleaning more efficiently the extensive carpeting now prevalent within City Hall.

Mr. R. Swan, will be available for the next meeting of the Committee to respond to any further details you might have with respect to any of our maintenance program.

It goes without saying, that we also welcome your inquiries with respect to this matter at anytime prior to the meeting, if it will assist in your consideration of our request.

c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. R. Swan, Manager, Property Maintenance Division
Mr. E. C. Matthews, City Treasurer
Mr. E. C. Matthews, City Treasurer
Attention: Mr. B. Hotrum
Mr. J. Schatz, Secretary, Executive Committee

# 1988 MAJOR MAINTENANCE PROPOSAL

| | | |
|---|---|---|
| Eastwood Arena | Replace Main Electrical Service | 20,000 |
| Chedoke Golf & Ski | Air Conditioning Repairs | 6,300 |
| Chedoke Pool | Replace Main Pool Circulating Line | 4,000 |
| Alexander Park | Storage Area Renovations | 4,000 |
| Churchill Pool | Boiler Re Tubing | 5,000 |
| Chedoke Golf & Ski | Install Booster Pump Domestic Water System | 4,000 |
| Outdoor Pools | Concrete Pool Deck Repairs | 5,000 |
| Health Building | 74 Hughson N. - Air Conditioning Repairs | 2,100 |
| Lawfield Arena | Rink Board Repairs | 4,000 |
| Central Fire | Heating System Repairs | 4,500 |
| Kings Forest | Replace Heating Pipes | 3,500 |
| Churchill Rec.Centre | Replace Sewage Pumps | 2,000 |
| Big Sisters | 52 Charlton - Roof Replacement | 6,500 |
| Bennetto Rec. Centre | Roof Repairs | 5,000 |
| Kenilworth Composite | Police Section-Roof Replacement | 27,000 |
| General Roof Repairs | Various As Per Attached List | 33,440 |
| Library/Market | Roof Repairs Phase 1 | 4,000 |
| Whitehern | Re Roof Garage & Repair Main Roof | 11,000 |
| Wesley House | Re Roof Upper Roof Area | 7,500 |
| Chedoke Golf & Ski | Install Grease Trap | 4,000 |
| City Hall | Replace Sewage Pumps | 16,000 |
| City Hall (Treasury) | Install Magnetic Door Closers | 2,000 |
| Central Memorial Pool | Repair & Parge Exterior Gym Wall | 7,000 |
| Jimmy Thompson Pool | Repair Ceramic Tile Changerooms | 5,000 |
| Hill Park Pool | Install Security Screens Checkrooms | 4,000 |
| Health Building | 74 Hughson N. - Renovate Heating Controls | 2,200 |
| Hill Park Rec. Centre | Install Shower Column | 3,500 |
| Chedoke Golf & Ski | Security Lighting Dining Hall Exterior | 1,500 |
| Dundurn Castle | Reline Chimney Cooking Fireplace | 13,000 |
| City Hall | Ice Making Machine | 5,500 |
| City Hall | Carpet Cleaning Machine | 4,500 |
| | | |
| Rinks & Arenas | Structural and Int/Ext painting | 10,000 |
| Kiwanis Boys Club | Interior Painting | 2,000 |
| Military Museum | Exterior Painting | 3,000 |
| Victoria Pool | Int/Ext Painting | 1,500 |
| Mountain Composite | Exterior Painting | 1,500 |
| Big Sisters | 52-56 Charlton - Exterior Painting | 3,000 |
| Chedoke Clubhouse | Exterior Painting | 1,500 |
| | | 249,540 |

ROOF REPORTS

| | | |
|---|---|---|
| Inch Park Arena | | $1,223.00 |
| Laurier Rec. Centre | | $ 997.00 |
| Chedoke Golf & Ski Club House | | $ 495.00 |
| Chedoke Golf & Ski Pro Shop | | $ 350.00 |
| Chedoke Golf Course Small Buildings | | $1,245.00 |
| Military Museum | | $ 195.00 |
| Eastwood Arena | | $1,590.00 |
| Kiwanis Boys Club | | $1,583.00 |
| Ryerson Rec. Centre | | $ 998.00 |
| Chedoke Golf Course Maintenance Building | | $ 295.00 |
| Rosedale Arena | | $1,585.00 |
| Sir Allan MacNab Rec. Centre | | $1,373.00 |
| Jimmy Thompson Pool | | $ 895.00 |
| Churchill Rec. Centre | | $ 895.00 |
| Children's Museum | | $ 590.00 |
| Ivor Wynne Stadium | | $ 590.00 |
| Storage Building | 40 Elgin | $ 555.00 |
| Storage Building | Burlington @ Wellington | $ 295.00 |
| Victoria Park Pool & Stadium | | $ 735.00 |
| Property Maintenance Shop | | $ 395.00 |
| Fire Training Complex | Stone Church | $1,940.00 |
| Football Hall of Fame | | $ 160.00 |
| Fire Hall | Mohawk & Upper Wentworth | $ 348.00 |
| Fire Hall | Ray & George | $ 750.00 |
| Fire Hall | Woodward | $ 555.00 |
| Fire Hall | Quigley Rd. | $ 195.00 |
| Fire Hall | Gage & Queensdale | $ 635.00 |
| Fire Hall | Mohawk & Garth | $ 195.00 |
| Mountain Composite Building | | $ 555.00 |
| Huntington Park Rec. Centre | | $1,390.00 |
| Kings Forest Golf & Ski Club House | | $1,020.00 |
| Coronation Park Arena | | $1,690.00 |
| Normanhurst Community Centre | | $ 715.00 |
| Pinky Lewis Rec. Centre | | $1,685.00 |
| Scott Park Arena | | $ 850.00 |
| Westmount Rec. Centre | | $1,070.00 |
| Walker Pool Change House | | $ 595.00 |
| Myrtle Park Field House | | $ 395.00 |
| Powell Park Field House | | $ 248.00 |
| Montgomery Field House | | $ 200.00 |
| Buchanon Park Field House | | $ 395.00 |
| Macassa Park Field House | | $ 975.00 |
| | | $ 33,440.00 |

4.

RECEIVED
JUL 19 1988
LEGAL DEPARTMENT
THE CORPORATION OF
THE CITY OF HAMILTON

# FOR ACTION

***REPORT TO:*** Chairman of Members of the City of Finance Committee

***FROM:*** ROSS & McBRIDE
Barristers and Solicitors

***DATE:***
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:*** Expropriation, Mitsui - York Boulevard, Hamilton

***RECOMMENDATION*** That settlement and a Release be authorized for the Release of all claims past, present and future of Mr. Mitsui arising from the expropriation of his home on York Boulevard 1975. Consideration of payment by the City in the amount of $25,000.00.

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

Settlement broken down as follows:

| | | |
|---|---|---|
| Value of Chattels - $5,000.00 plus interest in 1978 to 1988 | | $5,000.00 |
| Business Loss Disturbance | - | $7,500.00 |
| Legal Costs | - | $7,500.00 |

***BACKGROUND***

Expropriation of Mr. Mitsui's home on York Boulevard occurred in 1975 compensation not being settled until January 1984. At that time the O.M.B. awarded $58,575.00 compensation to Mitsui and an Order for costs which was later reduced by the Supreme Court $67,000.00. Question of Business loss value of Chattels was not settled by the Board and was left to the parties to resolve. Negotiations have taken with the Solicitors for Mr. Mitsui and it is felt that the above recommendation is reasonable in the circumstances and that a better settlement would not be achieved had the matter been returned to be heard by the O.M.B.

ROSS & McBRIDE
Per:

R. M. Plant, Q.C.
RM/nd

5.

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 August 18
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* PURCHASE OF SERVICES - OMERS

*RECOMMENDATION:*

That the employer's share of the cost to implement the purchase of War service as credited pensionable service for eligible members of Ontario Municipal Employees Retirement System to a maximum of $144,746.00 as of January 1, 1988, be funded from Reserve Account No. 0280-32.

Roy Hamnel

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

1) As above subject to the number of applications received from the eligible employees.

2) The funding from the "Reserve for Contingency" Account 0280-32 is consistent with the related costs associated with the waiting periods for employees in OMERS.

*BACKGROUND:*

Please refer to the letter of Ms. Cheryl A. Low, Commissioner of Human Resources dated August 9, 1988, addressed to the Secretary, Personnel Committee.

c.c. Mrs. C. Lowe, Commissioner of Human Resources

# FOR ACTION

REPORT TO: Mrs. S. K. Reeder
Secretary, Personnel Committee

FROM: Cheryl A. Lowe
Commissioner of Human Resources

DATE: 1988 August 09
COMM FILE:
DEPT FILE: C-044-88

SUBJECT: Purchase of Service - OMERS

RECOMMENDATION:

a) That a payment be made to the Ontario Municipal Employees Retirement System to a maximum of $144,746.00 as of January 1, 1988 for the employer's portion of the purchase of war service as credited pensionable service for eligible members of OMERS.

b) That this be referred to the Finance Committee for the method of funding.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

As above.

BACKGROUND:

On February 26, 1985, City Council approved the transfer of the "Others" group from the HMRF plan to the OMERS plan. The "Others" group consisted of some members of CUPE Locals 167, 5, 932, 1041, I.U.O.E. Local 772, and non-union employees.

In conjunction with that transfer, Council approved a number of ancillary recommendations, two of which required further action. The recommendations were,

> "That the Type I Supplementary Plan be extended to include optional government service at no cost to the Employer." and that,
>
> "Members of HMRF and OMERS be allowed to purchase war service on a shared cost basis subsequent to transfer."

Members of HMRF have already been offered the option of purchasing war service. Costings have been received from OMERS and relate to the two recommendations in the following manner:

...2...

| | Gross Liability | Member (Employee) Cost | Employer Cost |
|---|---|---|---|
| War Service (WWII, Korean) | $ 292,256.00 | $ 147,511.00 | $144,745.00 |
| Optional Government Service | $2,464,821.00 | $2,464,821.00 | ---- |

Employees will now be contacted to determine whether they wish to purchase this service. The recommendation in this report is based upon the City Council resolution of February 26, 1985.

C. A. Lowe

# FOR ACTION

6.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 August 18
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* FUNDING OF ADDITIONAL SCHOOL CROSSING GUARDS AT VARIOUS LOCATIONS.

*RECOMMENDATION:*

That the estimated cost of $12,422 for the remainder of 1988 of providing School Crossing Guard service at various intersections, as approved by City Council July 26, 1988, in the Eleventh Report of the Transport and Environment Committee, sections 34, 35, 42 and 44, be funded from within the existing School Crossing Guard budget, on an overdraft basis if necessary.

Roy Hammel

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

1) It is anticipated that sufficient savings will occur in the School Crossing Guard budget for 1988 to absorb this additional requirement.

2) The accumulated total for additional Guards approved during 1988 is now $22,422.

*BACKGROUND:*

City Council on July 26, 1988, directed the Finance Committee to recommend the method of financing for School Crossing Guards at the following locations:

| | | |
|---|---|---|
| 1) | Kenilworth and Central | $1,910 |
| 2) | Nicklaus and Albright | 2,628 |
| 3) | Fennell and Clarendon/East 35th | 2,628 |
| 4) | Brucedale and East 5th | 2,628 |
| 5) | Southbend and West 5th | 2,628 |
| 6) | Southbend and West 5th | 2,628 |
| | ADDITIONAL REQUIREMENT TO END OF 1988 | $12,422 |

7.

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 August 18
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* SUBDIVISION SECURITIES

*RECOMMENDATION:*

a) That for all new subdivision agreements only the following be acceptable as credit instruments:
   i) letters of credit
   ii) cash
   iii) treasury bills
   iv) guaranteed investment certificates
   v) term deposits
   vi) Government of Canada Bonds
   vii) savings accounts
b) That the credit instrument be registered in the name of the Corporation of the City of Hamilton or bearer form;
c) Interest accruing on a credit instrument shall be credited to the contractor or developer;
d) Both performance bonds and contract maintenance bonds be phased out as they come up for renewal and be replaced by letters of credit or other acceptable securities;
e) Performance Bonds and mortgage currently held can be renewed, but only until the completion of the project for which they are being held;
f) All credit instruments be maintained by the Treasury Department;
g) The Treasury Department maintain a list of all contractors and developers with valid letters of credit to which the Engineering Department will have direct access.

Roy Hammel

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

The above recommendations are being submitted in conjunction with a similar report from the Regional treasurer which was approved by the Regional Finance Committee on August 10, 1988 and adopted by their Council on August 16, 1988. While most of these procedures have been standard practice in the Treasury Department for many years, I am recommending that they be formally approved and that a policy be established for subdivision securities which is consistent with the Region. These recommendations have also been reviewed by the other Treasurers in the area municipalities, who concur, and will be making similar recommendations to their respective Councils.

....2

BACKGROUND:-Ctd.

Recommendations (d) and (e) represent a change to our existing procedures which means that performance bonds, contract maintenance bonds, and mortgages will no longer be acceptable forms of security on new subdivision agreements and will be phased out once the project for which they are being held has been completed. These types of security lack liquidity and there are excessive legal and administrative costs associated with default claims. The Treasury Department is presently holding securities on 175 subdivisions of which 16 are secured by mortgages and 8 are secured by performance bonds. Total securities held amount to $11.4 million, Mortgages and performance bonds amount to $695,000 representing approximately 6% of the total.

FOR INFORMATION

8.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 August 17
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* PROCEDURE/POLICY RE: SIGNING LIMITATIONS FOR ACCOUNT PAYMENTS.

BACKGROUND:

*Origin*

*The Personnel Committee, at their meeting of July 20, 1988, requested the Finance Committee to review the policy for monitoring expenditures, in particular the following relating to approval limits adopted by City Council July 28, 1981:*

*"FOR ALL DEPARTMENTAL OPERATING EXPENDITURES WITH THE EXCEPTION OF THOSE COVERED BY THE PURCHASING PROCEDURE AND THOSE AREAS OF RESPONSIBILITY ASSIGNED TO THE CITY TREASURER FOR THE NORMAL OPERATION OF THE CITY, I.E., PAYROLL, EMPLOYEE BENEFITS, UTILITIES, DEBT CHARGES, ETC.*

*In order to provide the Department Head with more managerial jurisdiction over the operation of his department, it is suggested that the following limitations, as outlined in the purchasing Procedures, will prevail and providing approval is within the limitations of the appropriation as established by the City Council;*

*a) Department Head approval to $5,000.*
*b) Department Head and C.A.O. approval over $5,000 and up to $10,000.*
*c) Standing Committee and Council approval over $10.000."*

*Analysis*

*This procedure, $5,000 limit for a department head, $10,000 limit for the C..A.O., for both purchase orders and direct purchase by cheque, was approved by Council in the past to allow department heads and the C.A.O. some discretionary authority with the objective of involving Council only in the larger items and to allow Council the opportunity to concentrate on monitoring existing policy and to develop new policies.*

....2

*BACKGROUND:-Ctd.*

Analysis-Ctd.

To deviate from this policy in that Council and/or some committees approve all expenditures from the first dollar would involve the Treasury Department in additional expensive paper work, and involve the aldermen in detail which in my opinion would be counter productive. For example:

a) **About 6000 invoices are processed during a month.**
Each invoice would have to be sorted to identify (i) whether it has gone through the purchasing approval process; (ii) what standing committee it belongs to; (iii) whether the item falls into the category such as employee benefits, normal utility bills etc. which do not require reporting.

The analysis would be done after the payment based on the monthly computer print out; which means that these invoices are pulled out from the files. Some specific items may have been pulled by someone else in the department which would involve extra time to be spent before the summary report can be completed.

b) **About 1400 open purchase orders:**
All open and regular purchase orders have followed the approved city council purchasing guidelines based on their unit price and some have gone through the tendering process. It becomes irrelevant to report these items, although the amount may have been authorized by the Department Head and/or C.A.O. which falls under the category of $10,000.

From my perspective the key word is "discretionary" and any large organization should allow senior staff this authority within defined limits in order to run the organization effectively. The authority for spending is the budget document itself which has already undergone extensive and in-depth review by Standing Committees and then finally approved by City Council. In addition, each expenditure account is defined, and departments are limited to spending within these definitions and of course within the monetary budget limits.

....3

1988 August 17

Mr. J. D. Thompson
Secretary, Finance Committee - Page 3

*BACKGROUND:-Ctd.*

Analysis--Ctd.

If Council have any concerns about the actions of a specific department head then that is a matter which should be addressed but the policy itself is sound. It should be noted that the Region's policy limits are $10,000 for a department head and $15,000 for the C.A.O.

Mr. John Thompson, Acting Secretary of the Personnel Committee, in his letter to me dated July 21, 1988, requested that I comment specifically on two points raised by the Personnel Committee:

1) Whether it would be feasible to report to committees of all amounts paid under $10,000 for information.

   I would suggest this form of report not be undertaken simply because of the logistics involved, lack of sufficient staff, and the extensive paper work for the aldermen to review. I also have no evidence to indicate that such a step is necessary.

2) Accumulative payments of accounts on an intermittent basis will, in many instances exceed the $10,000 signing limitation.

   Firstly, purchase orders in most cases cover the entire amount for materials being supplied or services to be performed. Secondly, this issue arises only when the City pays for ongoing services such as outside legal services, a cheque issued for a postage meter, etc. Our procedure up to this point has been take each payment and apply the $5,000-$10,000 policy and not to accumulate. For example, when an invoice for, say, outside legal services arrives in Treasury for $4,000, and it is a valid payment approved by the department head, by definition it has to be paid within a reasonable time. It is not practical to wait until we receive the next invoice to determine if the accumulation exceeds $10,000. What if the next payment is for $4,000 - do we wait another month to pay it? More importantly, the goods have been received or the service performed. The Corporation is legally bound to pay in, for instance, the example of a legal bill when the City Solicitor requested the work be done in the first place either with or without the approval of Council; secondarily, our budget control policy would be implemented and appropriate steps taken to have an overdraft approved if required.

I would recommend Council continue with our present policy in this area.

Roy Hammond

9.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 August 12
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* TWO COMPREHENSIVE AUDITS

*BACKGROUND:*

You will recall that the Finance Committee and City Council approved that the City proceed with two comprehensive audits as soon as possible with the funding of these audits approved previously as well.

It was agreed that our auditors, Pannell Kerr MacGillivray, Chartered Accountants, would submit scoping proposals for the two approved subjects namely, the Community Development Department and the Real Estate and Property area, to the Treasurer along with an upset limit for fees for each assignment (within previously approved ranges) and provide the committee with a timetable.

I attach a letter from Mr. Michael Hudson, C.A., Partner, dated August 11, 1988, in which he provides the scope, fee and timetable for each assignment. For your information, the fees are within the agreed parameters, the figures quoted are upset limit, and the timing is to commence the work in August with a completion date of December 1988. This means that the assignment will commence during this council term and be completed for review and implementation, if required, by the new council. These terms are satisfactory to me and I have requested Pannell Kerr to commence this work at once. They will also give me a monthly status report which I can pass on to the committee if required.

Please do not hesitate to contact Mr. Hudson, my senior staff, or myself, if there is any further information which you may require.

E. C. Matthews

Att'd

c.c. Mr. M. Hudson, C.A., Pannell Kerr MacGillivray
Mr. L. Sage, Chief Administrative Officer
Mr. E. Kowalski, Director, Community Development
Mr. D. Vyce, Director, Property Department
Mr. J. Pavelka, Director, Public Works Department

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Fax: 572-93

August 11, 1988

Mr. E. C. Matthews,
Treasurer,
City of Hamilton,
City Hall,
71 Main Street West,
Hamilton, Ontario,
L8N 3T4

Dear Ed:

As requested, attached is a copy of the proposed scope and fee estimate for the comprehensive audit assignments to be undertaken on the Community Development Department and Real Estate and Property Area.

We anticipate that the projects will run concurrently and will commence in the latter part of the month of August targeting for completion by the end of December.

Yours very truly,

PANNELL KERR MACGILLIVRAY,

per

Michael Hudson, C.A.
Partner/ah
Enclosure

## REAL ESTATE/PROPERTY AREA

### Objective

To determine whether the Corporation of the City of Hamilton gives due regard to economy and efficiency in the management of real property.

### Scope

We will review those departments that are involved with real estate and property. More specifically:

Property Department

- including Property Maintenance Division.

Public Works

- where it relates to the maintenance function.

Parks and Recreation

- where it relates to acquisition and disposal of parkland.

The scope of this project does not include any Boards of the Corporation or the Fire Department.

During the course of our review we will examine:

° the acquisition process (needs and requirements definitions)

° the operation of facilities; and

° the management of portfolio of real assets including disposals, recording and reporting issues.

### Fee Estimate

We estimate the fee for this project to be $ 78,500.

## COMMUNITY DEVELOPMENT PROJECT

### Objective

To determine whether the Corporation of the City of Hamilton gives due regard to economy and efficiency in managing the Community Development Department.

### Scope

We will review the Community Development Department. More specifically, we will undertake program evaluation which would include workload measures, operating procedures, staffing and most importantly program impact including consultation with user groups.

### Fee Estimate

We estimate the fee for this particular project to be $ 26,500.

Pannell
Kerr
MacGillivray
Chartered Accountants

10.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1988 August 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* CARI-CAN FESTIVAL GRANT APPLICATION

*BACKGROUND:*

Consistent with the City Council resolution of June 28, 1988, that all future 1988 grant requests are to be forwarded to the Finance Committee as information items, attached is a $30,000 grant request for the Cari-Can Festival to be held this year at Dundurn Park the weekend of August 20-21, 1988.

In 1987 this event was held in conjunction with the Waterfront celebrations and the applicant received $3,000 from the Grants Budget and $7,000 from the Culture & Recreation Budget, for a total of $10,000.

D Kevin Beattie

TREASURY
JUL 26/88
11:00 AM


APPLICATION
GENERAL GRANTS
(Rev. February 1987)

# THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

RECEIVED
JUL 26
JUL 26
Per

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

LIAISON PERSON J. Henderson Nurre PHONE NO. 529-9144

B. AMOUNT OF GRANT REQUEST: $ 30,000

C. PURPOSE OF GRANT: (Indicate)

Canadian Caribbean Festival of Hamilton(Cari-Can Festival)

xxx CONTINUING GENERAL ACTIVITIES (OPERATING)

_____ CAPITAL

_____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST ..... $ | 98,794. | |
| - CITY'S CONTRIBUTION (GRANT REQUEST) ..... $ | 30,000. | |
| TOTAL OPERATING BUDGET $ | 32.9% | 100% |

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

## FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ | $ | $ | $ |
| CATEGORY | CATEGORY | CATEGORY | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization..

Already supplied in 1987

2. What are the general objectives and/or services of your organization?

To promote a better cultural, ethno-cultural and inter-ethnic understanding of and amongst various peoples.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

No.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes xx If yes, please indicate number and type of involvement.

Supervison of activities, assistance in general organizing and day-to-day pperation, typing and clerical work, helping with various events.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

The organization is local in nature.

6. Does your organization provide a service to:

(a) All citizens xx

(b) A specific group _____

(c) A specific area _____

Describe briefly:
It provides multi-cultural activities.

7. In what geographical area does your organization operate?

Hamilton

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

Production of the Cari-Can Festival

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

The Cari-Can Festival is the only one of its kind in Hamilton; it will do for Hamilton what Caribana has done for Toronto and Cari-Festa for Montreal,
The tourist trade of HaMILTON WILL BE GREATLY INCREASED: the festival will bring additional colour to Hamilton.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No xx

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Fund raising activities : dances.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 1986 | $ 30,500. | $ 3,000. |
| 1987 | $ 10,500. | $ 10,000. * City / Waterfront Celebration |
| | $ | $ |
| | $ | $ |

* note 1987 grant was $3,000 - additional $7,000 was for purchase of service for the Waterfront Celebration

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1989 | $ 60,000. |
| 1990 | $ 90,000. |
| 1991 | $ 120,000. |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Extreme hardship and irreparable damage to the Festival

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

yes, but we do not know at this time.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

yes.

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| R. Papin (acting) | 1033 Wanda Dr. Burlington | 637-2383 | 632-4246 |
| Mirdza Jaunzemis Vice President/sec. | 898 Partridge Dr. Burlington | 547-2574 | 632-1686 |
| Claudette Marchand Treasurer | 45 St. Matthews Dr. | 549-8595 | 526-1178 |
| Michael DeGroote | 3221 N. Service Rd. Burlington | 366-1800 | |
| J.Henderson Nurre Executive Director | 109 Smith Ave. Hamilton | 5299144 | |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

see attached

July 25, 1988
Date

J. Henderson Nurre

Executive - Director
Name and Title of Officer Making Application

Signature of Officer Making Application

529-9144 529-9494
Telephone Number

**NOTE:** I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year 1987 (2) | Fiscal Year Ended: Estimate Current Grant Year 1988 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | Increase+ Decrease- over Preceding Fiscal Year: % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| Sales | 7936. | 17,515. | 9,579. | +120 |
| Advertising | 2,750. | ? | ? | ? |
| Donations | 9,306. | ? | ? | ? |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | | | | |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| City of Hamilton/ Waterfront Celeb. | 10,000. | 30,000. | 20,000 | +200 |
| United Way Grants | | | | |
| **OTHER (Specify)** | | | | |
| **TOTAL REVENUES** | 29,991. | 47,515. | 29,579. | +320 |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | none | none | n/a | n/a |
| Other (Specify) | | | | |
| Parade | 7,211. | 23,135. | 15,924. | +220 |
| Dances | 8,480. | 12,955. | 4,475. | +53 |
| Waterfront | 10,686. | | | |
| Dundurn Park | -- | 24725. | 10,686. | +131. |
| Advertising | 7,622. | 17,500. | 9,878. | +129 |
| Administration | ~~10,378.~~ | ~~20,479.~~ | ~~10,100.~~ | ~~+97~~ |
| **TOTAL EXPENDITURES** | 44,377. | 98,279. | 51,063. | +630 |
| **SURPLUS OR (DEFICIT)** | (14,386.) | (51,279) | (21,484.) | (310) |

CARI-CAN FESTIVAL

HAMILTON

# FESTIVAL 1987

## PROFIT & LOSS STATEMENT

### REVENUE

| | | |
|---|---|---|
| Grants - City of Hamilton | | $10,000.00 |
| Sale of tickets - Friday night | 1,260.00 | |
| - Saturday night | 1,179.00 | 2,439.00 |
| Bar revenue - Saturday | | 568.00 |
| WaterFront: | | |
| Concessions | 1,015.00 | |
| Beer revenue | 2,494.00 | |
| Patties revenue | 1,111.25 | |
| Coke & coffee revenue | 170.50 | 4,790.75 |
| T-shirt - sale | | 138.00 |
| Advertisement revenue | | 2,750.00 |
| Donations - | | |
| Corporate | 6,417.65 | |
| Private | 688.00 | |
| Reg. Municipality of Hamilton | | |
| Wentworth | 2,200.00 | 9,305.65 |
| Total revenue | | $29,991.40 |

### EXPENSES

| | | |
|---|---|---|
| Aug. 21 - Dinner Dance | | |
| Entertainment | 2,050.00 | |
| Meals | 2,132.69 | |
| Corsages - | 50.00 | 4,232.69 |
| Aug. 22 - Parade | | |
| Entertainment - music | 2,200.00 | |
| Mas bands / parade entries | 2,000.00 | |
| Tractor/trailers & drivers | 1,220.00 | |
| Grounds rental | 57.00 | |
| Security | 1,434.00 | |
| T-Shirts for marshalls | 300.00 | 7,211.00 |
| Aug. 22 - Dance | | |
| Entertainment - imported bands | 1,700.00 | |
| Security | 486.00 | |
| Bar expense | 615.92 | |
| Bar staff | 100.00 | |
| Hall rental | 225.00 | |
| Rentals- tables, chairs, tubs | 458.17 | |
| Clean up | 225.00 | |
| Door Prizes | 437.50 | 4,247.59 |

CARI-CAN FESTIVAL

HAMILTON

FESTIVAL 1987

PROFIT AND LOSS STATEMENT



EXPENSES - cont.d

| | | |
|---|---|---|
| **Waterfront - Aug. 22 - 23** | | |
| Entertainment | 1,750.00 | |
| Security | 1,935.00 | |
| Tents rental | 1,588.20 | |
| Bar expense | 2,550.26 | |
| Set up - snow fences | 80.00 | |
| Purchase of patties | 1,914.76 | |
| Freezer rental for patties | 50.00 | |
| Van rental | 128.56 | |
| Volunteers - food & travel | 88.01 | |
| Property & personal damage compensation | 75.00 | |
| Coke booth supplies | 526.25 | 10,686.04 |
| **Administration / Overhead** | | |
| Consultant - fee & travel | 300.00 | |
| Advertising - | | |
| Paper | 3,304.00 | |
| Radio | 4,200.00 | |
| Mobile sign | 117.70 | |
| Telephone | 1,372.86 | |
| Office - copies, postage | 687.01 | |
| Commission /ticket & advertisement | 158.24 | |
| T- shirts- | 1,075.00 | |
| Accomodation/food/taxi -Swingin'Stars | 598.50 | |
| Rental - video | 500.00 | |
| Replacement - item lost | 32.10 | |
| Rent - office space | 600.00 | |
| Printing - fliers, tickets, letterhead | 1,548.31 | 18,000.08 |
| Total expenses | | 44,377.40 |
| Net loss | | $14,386.00 |

109 Smith Avenue, Hamilton, Ontario L8L 5P2 • Tel:529-9144 529-9494

CARI-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

Summary
June 1988

REVENUE

| | | |
|---|---|---|
| Admission | 8,075. | |
| Sales - liquor/beer/patties | 8,300. | |
| Concessions/booths | 1,140. | 17,515. |

EXPENSES

| | | | |
|---|---|---|---|
| Entertainment/incidentals | 34,600. | | |
| Security | 6,235. | | |
| Hall/grounds rentals | 715. | | |
| Beer - liquor purchases | 2,595. | | |
| Patties purchases | 600. | | |
| Liquor licences | 220. | | |
| Bar & coffee supplies | 325. | | |
| Staff - bartenders, servers | 1,004. | | |
| Rentals - tables, chairs | 681. | | |
| van | 180. | | |
| tractor /trailers | 500. | | |
| office trailer | 200. | | |
| communication system | 400. | | |
| sound system | 1,000. | | |
| Advertising - tv. radio | 12,000. | | |
| - newsprint | 3,000. | | |
| - mobile signs | 500. | | |
| - flyers | 2,060. | | |
| Clean up | 450. | | |
| Decorations | 600. | | |
| Door Prizes | 150. | | |
| Insurance | 2,800. | | |
| Costumed band Cari-Can | 1,000. | | |
| Transportation bands | 1,500. | | |
| Parade entries - prizes | 3,000. | | |
| Fireworks | 2,000. | 78,315. | |
| Administration: consultant | 1,000. | | |
| telephone | 2,000. | | |
| office rental | 600. | | |
| staff | 11,264. | | |
| car expense | 2,000. | | |
| travel | 2,500. | | |
| office exp. | 615. | | |
| audit | 500. | 20,479. | 98,794. |

Excess Expenses over Income 81,279.

CARI-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5L2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

Pre Cari-Can DANCE - Aug.13/88

REVENUE

| | | |
|---|---|---|
| Admission - 175 x $15. | 2,625. | |
| Sales - liquor/beer -400 x $3. | 1,200. | |
| patties - 175 x $1. | 175. | 4,000. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - performance fee | 1,825. | |
| Security - 1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Liquor Licence | 44. | |
| Bar expense - nuts, ice; cups | 69. | |
| Rentals- tables,chairs, tubs,etc. | 207. | |
| Staff- bartender -server/food | 160. | |
| Patties - 175 x .60 | 105. | |
| Advertising - 3,000 Flyers | 30. | |
| Clean up - | 50. | |
| Decoration | 50. | |
| Door prizes | 50. | 3,345. |
| Excess Income over Expenses | | 655. |

CARI-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

# CARI-CAN FESTIVAL 1988

## Budget

June 1988

### CALYPSONIAN NIGHT -Aug. 19/88

REVENUE

| | | |
|---|---|---|
| Admission - 175 x $20. | 3,500. | |
| Sales - liquor/beer -400 x $3. | 1,200 | |
| patties - 175 x $1. | 175. | 4,875. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - music /calypsonian | 4,825. | |
| Security - 1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Liquor licence | 44. | |
| Bar expense - nuts,ice,cups | 69. | |
| Rentals -chairs, tables, tubs,etc. | 207. | |
| Staff - bartender - server/Food | 160. | |
| Patties --175. x .60 | 105. | |
| Advertising - 3,000 flyers | 30. | |
| Clean up | 50. | |
| Decoration | 50. | |
| Door Prizes | 50. | 6,345. |
| Excess Expenses over Income | | (1,470.) |

CARI-CAN (festival)
109 Smith Ave
Hamilton Ontario
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CARI-CAN FESTIVAL 1988

Budget

June 1988

CARI-CAN PARADE - Aug. 20,1988

EXPENSES

| | | |
|---|---|---|
| Entertainment - music bands | 12,625. | |
| Security - 24 x 4 hrs. x $25. | 2,400. | |
| Marshalls - caps/shirts (20) | 260. | |
| Communication system | 200. | |
| Sound System for imported music | 500. | |
| Sir J. A. MacDonald grounds rental | 150. | |
| Cari-Can costumed marchers | 1,000. | |
| Rentals - tractor/trailer/driver | 500. | |
| Transportation - out of town bands 10 x $150. | 1,500. | |
| Prizes - Caribbean entries | 1,500. | |
| - other ethnic groups | 1,500. | |
| Insurance | 1,000. | 23,135. |

CART-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

CARI-CAN DANCE - Aug. 20, 1988

REVENUE

| | | |
|---|---|---|
| Admission - 75 adv. x $10. | 750. | |
| -100 door x $12. | 1,200. | |
| Sales - liquor/beer -400 x $3. | 1,200. | |
| patties - 175 x $1. | 175. | 3,325. |

EXPENSES

| | | |
|---|---|---|
| Entertainment-performance fee | 1,825. | |
| Security -1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Bar expense -nuts, cups, ice | 69. | |
| Liquor licence | 44. | |
| Rentals - tables, chairs, etc. | 207. | |
| Staff - bartender - server/food | 160. | |
| Patties - 175 x .60 | 105. | |
| Clean up | 50. | |
| Decoration - inc. in Aug.19 | -- | |
| Door Prizes | 50. | |
| Advertising - inc. in Parade | | 3,265. |
| Excess Income over Expenses | | 60. |

CART-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

DUNDURN PARK ACTIVITIES
Aug. 20, 21, 1988

REVENUE

| | | |
|---|---|---|
| Concessions - 3 x $300. (comm.) | 900. | |
| 12 x $10. ethnic groups | 120. | |
| Crafts booths - 12 x $10. | 120. | |
| Sales- beer - 1200 x $3. | 3,600. | |
| patties - 475 x $1. | 475. | |
| coffee - 200 x .50 | 100 | 5,315. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - performance fee & incidentals | 13,500. | |
| Park rental | 115. | |
| Security - 8 x 2 days x 8 hrs. $25./hxl x 17 hr. x 2 days | 3,200. | |
| Communication system | 200. | |
| Sound system | 500. | |
| Rentals - beer tubs /Freezer | 60. | |
| Liquor licence - 2 days | 88. | |
| Beer supplies - 50 units | 1,155. | |
| Bar supplies - nuts, ice, cups | 105. | |
| Patties - 475. x .60 | 285. | |
| Coffee supplies | 13. | |
| Rental - office trailer on site | 200. | |
| Bar staff & food staff | 524. | |
| Van rental - 2 days | 180. | |
| Decoration - lights (pavillion) | 500. | |
| Clean up | 300. | |
| Insurance - | 1,800. | |
| Fireworks | 2,000. | 24,725. |

Excess of Expenses over Income (19,410.)

CART - CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

ADMINISTRATION EXPENSES

| | | |
|---|---|---|
| Consultant Fee - Mas band Co-Ordinator | 1,000. | |
| Telephone - Feb. - Sept. | 2,000. | |
| Office rental - April - Sept. | 600. | |
| Staff - clerical - 32 weeks | 10,240. | |
| - benefits | 1,024. | |
| Car expenss - Feb. - Sept. | 2,000. | |
| Travel - recruiting imports | 2,500. | |
| Promotion - Television /Radio | 12,000. | |
| Print/ flyers | 5,000. | |
| Mobile Signs | 500. | |
| Letterhead, envelopes, postage, copies | 615. | |
| Audit | 500. | 37,979. |

11.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1988 August 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* COMMITTEE FOR THE SYMPHONY AT DUNDURN-GRANT CANCELLED

*BACKGROUND:*

I have been advised that the $6,500 traditional grant approved for the Committee for the Symphony at Dundurn is not required in 1988 as the planned September event has been cancelled.

D. Kevin Beattie

13.

# FOR INFORMATION

*REPORT TO:* Chairman and Members
Finance Committee

*FROM:* John Thompson, Secretary
Finance Committee

*DATE:* 1988 August 18

*SUBJECT:* SETTLEMENT OF CLAIMS

*BACKGROUND:*

*Consistent with Section 3 of the Twelfth Report of the Finance Committee regarding signed authority limitations for processing Settlement of Claims adopted by City Council 1988 July 26, attached for your information is an approved settlement of claim submitted by the Director of Public Works who will be reporting to the Committee and to Council on the settlement of all claims in accordance with the approval limits, by way of an information report.*

*Attachment*

John Thompson

# FOR ACTION

***REPORT TO:*** J. Thompson, Acting Secretary, Finance Committee

***FROM:*** Gary J. Kuzyk, Ross & McBride

***DATE:*** July 21, 1988
***COMM FILE:***
***DEPT FILE:*** C-86-77

***SUBJECT:*** Angelina Camara vs City of Hamilton

Slip and Fall - February 14, 1986

***RECOMMENDATION***

That the City pay the amount of $2,000 as an all-inclusive contribution towards settlement of the plaintiff's claim.

| | | |
|---|---|---|
| Gary J. Kuzyk, Esq. | K.A. Rouff, Esq. | J.G. Pavelka, P. Eng. |
| Ross & McBride | City Solicitor | Public Works |

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

See above recommendation.

***BACKGROUND*** This action arises out of a slip and fall on ice on a City sidewalk. The plaintiff suffered soft tissue injuries to her neck, right shoulder and right elbow. These injuries may have also triggered persisting general pain, preventing the plaintiff from working.

Because the fall occurred several days after the last significant snowfall, the City may be liable to the plaintiff for its failure to salt and sand the sidewalk.

We have negotiated an all-inclusive settlement of $5,750. Because the co-defendant Bustamente is impecunious, the other co-defendant McGivney will finance Bustamente's portion of the settlement. As a result, the City will pay $2,000, and McGivney will contribe $3,750 towards the settlement. We believe that this is an excellent result, given the injuries suffered and the extent of the City's potential liability.

cc: Mrs. Rose Salayko
cc: J.G. Pavelka, Public Works
cc: K.A. Rouff, City Solicitor

# THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

CA 4 ON HBC A05
C5/F3

1988 September 16

URBAN MUNICIPAL
SEP 21 1988
GOVERNMENT DOC.

## NOTICE OF MEETING

FINANCE COMMITTEE
Tuesday, 1988 September 20
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

A. GRANT APPEAL - Cari-Can Festival

MINUTES

1. Approval of the minutes of the meeting held 1988 August 23

MANAGER OF PURCHASING

2. Reroof Kenilworth Police Station, Property
3. Replace Ceiling, Dalewood Recreation Centre
4. Supply and Install Bleachers, Scott Park Arena
5. Electrical Installation, Eastwood Arena

CANADIAN FOOTBALL HALL OF FAME 25 YEARS 1963-1988 HAMILTON

SETTLEMENT OF CLAIM

6. Cipriani vs. City of Hamilton -
Mechanics Lien Sewage Treatment Plant -
Claim for $16 000 for Steam Cost and
$500 for a Security for Costs in Court Action

TREASURER

7. Hamilton Municipal Retirement Fund - Minimum Pension Payable

8. Hamilton Municipal Retirement Fund - Pension Increase

9. Hamilton Municipal Retirement Fund - .7% Canada Pension Reduction

10. Hamilton Municipal Retirement Fund - War Service Purchase

11. Financing of School Crossing Guards at Woodward and Brampton and Barton and Nash at a cost of $1 750 each for the remainder of 1988

12. Proposed City Hall Smoking Room

13. 1989 Grant Applications

14. 1989 Current Budget Timetable and Approval Process

15. Conference - Municipal Treasurers Association of the United States and Canada - 1988 August 16 to August 19, Austin, Texas (Information Only)

NEW BUSINESS

ADJOURNMENT

A.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
*Grants Co-Ordinator*

*DATE: 1988 September 14*
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **GRANT APPEAL - CARI-CAN FESTIVAL**

*BACKGROUND:*

At the Finance Committee meeting of August 23, 1988, a General Grant request from the Cari-Can Festival was received by the Committee with no action taken. In accordance with the grant policy the applicant has requested an appeal of this decision.

Attached is the grant application and supporting material requesting a $30,000 General Grant to defray the costs of the Cari-Can Festival at Dundurn Park August 20-21, 1988.

In 1987 this event was held in conjunction with the Waterfront celebrations and applicant received $3,000 from the Grants Budget and $7,000 from the Culture and REcreation Budget, for a total of $10,000.

Consistent with prior appeals, the applicant will make a fifteen minute presentation, after which the Committee may ask questions, and take the appeal under advisement. A decision on this appeal should be made prior to the conclusion of the Committee meeting.

P. Kevin Beattie

APPLICATION
GENERAL GRANTS
(Rev. February 1987)

/88

THE CORPORATION OF THE CITY OF HAMILTON

11:00 AM

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:

LIAISON PERSON J. Henderson Nurre PHONE NO. 529-9144

B. AMOUNT OF GRANT REQUEST: $ 30,000

C. PURPOSE OF GRANT: (Indicate)

Canadian Caribbean Festival of Hamilton(Cari-Can Festival)

xxx CONTINUING GENERAL ACTIVITIES (OPERATING)

_____ CAPITAL

_____ ONE TIME - SPECIFIC PURPOSE

D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | 98,794. | |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | 30,000. | |
| TOTAL OPERATING BUDGET $ | 32.9% | 100% |

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ | $ | $ | $ |
| CATEGORY | CATEGORY | CATEGORY | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization..

Already supplied in 1987

2. What are the general objectives and/or services of your organization?

To promote a better cultural, ethno-cultural and inter-ethnic understanding of and amongst various peoples.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

No.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes xx If yes, please indicate number and type of involvement.

Supervison of activities, assistance in general organizing and day-to-day pperation, typing and clerical work, helping with various events.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

The organization is local in nature.

6. Does your organization provide a service to:

(a) All citizens xx

(b) A specific group _____

(c) A specific area _____

Describe briefly:
It provides multi-cultural activities.

7. In what geographical area does your organization operate?

Hamilton

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

Production of the Cari-Can Festival

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

The Cari-Can Festival is the only one of its kind in Hamilton; it will do for Hamilton what Caribana has done for Toronto and Cari-Festa for Montreal,
The tourist trade of HaMILTON WILL BE GREATLY INCREASED: the Festival will bring additional colour to Hamilton.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No xx

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Fund raising activities : dances.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 1986 | $ 30,500. | $ 3,000. |
| 1987 | $ 10,500. | $ 10,000. * City / Waterfront Celebrations |
| | $ | $ |
| | $ | $ |

* note 1987 grant was $3,000 - additional $7,000 was for purchase of Service for the Waterfront Celebrations

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1989 | $ 60,000. |
| 1990 | $ 90,000. |
| 1991 | $ 120,000. |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Extreme hardship and irreparable damage to the Festival

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

yes, but we do not know at this time.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

yes.

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| R. Papin (acting) | 1033 Wanda Dr. Burlington | 637-2383 | 632-4246 |
| Mirdza Jaunzemis Vice President/sec. | 898 Partridge Dr. Burlington | 547-2574 | 632-1686 |
| Claudette Marchand Treasurer | 45 St. Matthews Dr. | 549-8595 | 526-1178 |
| Michael DeGroote | 3221 N. Service Rd. Burlington | 366-1800 | |
| J.Henderson Nurre Executive Director | 109 Smith Ave. Hamilton | 5299144 | |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

see attached

July 25, 1988
Date

J. Henderson Nurre

Executive - Director
Name and Title of Officer Making Application

Signature of Officer Making Application

529-9144 529-9494
Telephone Number

**NOTE:** I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year 1987 (2) | Fiscal Year Ended: Estimate Current Grant Year 1988 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | Increase+ Decrease- over Preceding Fiscal Year: % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| Sales | 7936. | 17,515. | 9,579. | +120 |
| Advertising | 2,750. | ? | ? | ? |
| Donations | 9,306. | ? | ? | ? |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | | | | |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| City of Hamilton/ Waterfront Celeb. | 10,000. | 30,000. | 20,000 | +200 |
| United Way Grants | | | | |
| **OTHER** (Specify) | | | | |
| **TOTAL REVENUES** | 29,991. | 47,515. | 29,579. | +320 |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | none | none | n/a | n/a |
| Other (Specify) | | | | |
| Parade | 7,211. | 23,135. | 15,924. | +220 |
| Dances | 8,480. | 12,955. | 4,475. | +53 |
| Waterfront | 10,686. | | | |
| Dundurn Park | -- | 24725. | 10,686. | +131. |
| Advertising | 7,622. | 17,500. | 9,878. | +129 |
| Administration | 10,378. | 20,479. | 10,100. | +97 |
| **TOTAL EXPENDITURES** | 44,377. | 98,279. | 51,063. | +630 |
| **SURPLUS OR (DEFICIT)** | (14,386.) | (51,279) | (21,484.) | (310) |

CARI-CAN FESTIVAL

HAMILTON

FESTIVAL 1987

PROFIT & LOSS STATEMENT

| | | |
|---|---|---|
| **REVENUE** | | |
| Grants - City of Hamilton | | $10,000.00 |
| Sale of tickets - Friday night | 1,260.00 | |
| - Saturday night | 1,179.00 | 2,439.00 |
| Bar revenue - Saturday | | 568.00 |
| Waterfront: | | |
| Concessions | 1,015.00 | |
| Beer revenue | 2,494.00 | |
| Patties revenue | 1,111.25 | |
| Coke & coffee revenue | 170.50 | 4,790.75 |
| T-shirt - sale | | 138.00 |
| Advertisement revenue | | 2,750.00 |
| Donations - | | |
| Corporate | 6,417.65 | |
| Private | 688.00 | |
| Reg. Municipality of Hamilton Wentworth | 2,200.00 | 9,305.65 |
| Total revenue | | $29,991.40 |
| **EXPENSES** | | |
| Aug. 21 - Dinner Dance | | |
| Entertainment | 2,050.00 | |
| Meals | 2,132.69 | |
| Corsages - | 50.00 | 4,232.69 |
| Aug. 22 - Parade | | |
| Entertainment - music | 2,200.00 | |
| Mas bands / parade entries | 2,000.00 | |
| Tractor/trailers & drivers | 1,220.00 | |
| Grounds rental | 57.00 | |
| Security | 1,434.00 | |
| T-Shirts for marshalls | 300.00 | 7,211.00 |
| Aug. 22 - Dance | | |
| Entertainment - imported bands | 1,700.00 | |
| Security | 486.00 | |
| Bar expense | 615.92 | |
| Bar staff | 100.00 | |
| Hall rental | 225.00 | |
| Rentals- tables, chairs, tubs | 458.17 | |
| Clean up | 225.00 | |
| Door Prizes | 437.50 | 4,247.59 |

109 Smith Avenue, Hamilton, Ontario L8L 5P2 • Tel: 529-9144 — 529-9494

CARI-CAN FESTIVAL

HAMILTON

FESTIVAL 1987

PROFIT AND LOSS STATEMENT



EXPENSES - cont.d

| | | |
|---|---|---|
| **Waterfront - Aug. 22 - 23** | | |
| Entertaiment | 1,750.00 | |
| Security | 1,935.00 | |
| Tents rental | 1,588.20 | |
| Bar expense | 2,550.26 | |
| Set up - snow fences | 80.00 | |
| Purchase of patties | 1,914.76 | |
| Freezer rental for patties | 50.00 | |
| Van rental | 128.56 | |
| Volunteers - food & travel | 88.01 | |
| Property & personal damage compensation | 75.00 | |
| Coke booth supplies | 526.25 | 10,686.04 |
| **Administration / Overhead** | | |
| Consultant - fee & travel | 300.00 | |
| Advertising - | | |
| Paper | 3,304.00 | |
| Radio | 4,200.00 | |
| Mobile sign | 117.70 | |
| Telephone | 1,372.86 | |
| Office - copies, postage | 687.01 | |
| Commission /ticket & advertisement | 158.24 | |
| T- shirts- | 1,075.00 | |
| Accomodation/food/taxi -Swingin'Stars | 598.50 | |
| Rental - video | 500.00 | |
| Replacement - item lost | 32.10 | |
| Rent - office space | 600.00 | |
| Printing - fliers, tickets, letterhead | 1,548.31 | 18,000.08 |
| Total expenses | | 44,377.40 |
| Net loss | | $14,386.00 |

CARI-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

Summary
June 1988

REVENUE

| | | |
|---|---|---|
| Admission | 8,075. | |
| Sales - liquor/beer/patties | 8,300. | |
| Concessions/booths | 1,140. | 17,515. |

EXPENSES

| | | | |
|---|---|---|---|
| Entertainment/incidentals | 34,600. | | |
| Security | 6,235. | | |
| Hall/grounds rentals | 715. | | |
| Beer - liquor purchases | 2,595. | | |
| Patties purchases | 600. | | |
| Liquor licenses | 220. | | |
| Bar & coffee supplies | 325. | | |
| Staff - bartenders, servers | 1,004. | | |
| Rentals - tables, chairs | 681. | | |
| van | 180. | | |
| tractor /trailers | 500. | | |
| office trailer | 200. | | |
| communication system | 400. | | |
| sound system | 1,000. | | |
| Advertising - tv. radio | 12,000. | | |
| - newsprint | 3,000. | | |
| - mobile signs | 500. | | |
| - flyers | 2,060. | | |
| Clean up | 450. | | |
| Decorations | 600. | | |
| Door Prizes | 150. | | |
| Insurance | 2,800. | | |
| Costumed band Cari-Can | 1,000. | | |
| Transportation bands | 1,500. | | |
| Parade entries - prizes | 3,000. | | |
| Fireworks | 2,000. | 78,315. | |
| Administration: consultant | 1,000. | | |
| telephone | 2,000. | | |
| office rental | 600. | | |
| staff | 11,264. | | |
| car expense | 2,000. | | |
| travel | 2,500. | | |
| office exp. | 615. | | |
| audit | 500. | 20,479. | 98,794. |

Excess Expenses over Income 81,279.

CARI-CAN (festival)
109 Smith Ave
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L8L 5L2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

Pre Cari-Can DANCE - Aug.13/88

REVENUE

| | | |
|---|---|---|
| Admission - 175 x $15. | 2,625. | |
| Sales - liquor/beer -400 x $3. | 1,200. | |
| patties - 175 x $1. | 175. | 4,000. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - performance fee | 1,825. | |
| Security - 1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Liquor Licence | 44. | |
| Bar expense - nuts, ice; cups | 69. | |
| Rentals- tables,chairs, tubs,etc. | 207. | |
| Staff- bartender -server/Food | 160. | |
| Patties - 175 x .60 | 105. | |
| Advertising - 3,000 Flyers | 30. | |
| Clean up - | 50. | |
| Decoration | 50. | |
| Door prizes | 50. | 3,345. |
| Excess Income over Expenses | | 655. |

CART-CAN (festival)
109 Smith Ave
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CARI-CAN FESTIVAL 1988

Budget

June 1988

CALYPSONIAN NIGHT -Aug. 19/88

REVENUE

| | | |
|---|---|---|
| Admission - 175 x $20. | 3,500. | |
| Sales - liquor/beer -400 x $3. | 1,200 | |
| patties - 175 x $1. | 175. | 4,875. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - music /calypsonian | 4,825. | |
| Security - 1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Liquor licence | 44. | |
| Bar expense - nuts,ice,cups | 69. | |
| Rentals -chairs, tables, tubs,etc. | 207. | |
| Staff - bartender - server/food | 160. | |
| Patties --175. x .60 | 105. | |
| Advertising - 3,000 flyers | 30. | |
| Clean up | 50. | |
| Decoration | 50. | |
| Door Prizes | 50. | 6,345. |
| Excess Expenses over Income | | (1,470.) |

CART-CAN (festival)
109 Smith Ave
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CARI-CAN FESTIVAL 1988

Budget

June 1988

CARI-CAN PARADE - Aug. 20,1988

EXPENSES

| | | |
|---|---|---|
| Entertainment - music bands | 12,625. | |
| Security - 24 x 4 hrs. x $25. | 2,400. | |
| Marshalls - caps/shirts (20) | 260. | |
| Communication system | 200. | |
| Sound System for imported music | 500. | |
| Sir J. A. MacDonald grounds rental | 150. | |
| Cari-Can costumed marchers | 1,000. | |
| Rentals - tractor/trailer/driver | 500. | |
| Transportation - out of town bands 10 x $150. | 1,500. | |
| Prizes - Caribbean entries | 1,500. | |
| - other ethnic groups | 1,500. | |
| Insurance | 1,000. | 23,135. |

CART-CAN (festival)
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CARI-CAN FESTIVAL 1988

Budget

June 1988

CARI-CAN DANCE - Aug. 20, 1988

REVENUE

| | | |
|---|---|---|
| Admission - 75 adv. x $10. | 750. | |
| -100 door x $12. | 1,200. | |
| Sales - liquor/beer -400 x $3. | 1,200. | |
| patties - 175 x $1. | 175. | 3,325. |

EXPENSES

| | | |
|---|---|---|
| Entertainment-performance fee | 1,825. | |
| Security -1 x 5 hrs. x $25. | 125. | |
| Hall rental | 150. | |
| Beer/liquor - 20 units | 480. | |
| Bar expense -nuts, cups, ice | 69. | |
| Liquor licence | 44. | |
| Rentals - tables, chairs, etc. | 207. | |
| Staff - bartender - server/food | 160. | |
| Patties - 175 x .60 | 105. | |
| Clean up | 50. | |
| Decoration - inc. in Aug.19 | -- | |
| Door Prizes | 50. | |
| Advertising - inc. in Parade | | 3,265. |
| Excess Income over Expenses | | 60. |

CARI-CAN (festival)
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CARI-CAN FESTIVAL 1988

Budget

June 1988

DUNDURN PARK ACTIVITIES
Aug. 20, 21, 1988

REVENUE

| | | |
|---|---|---|
| Concessions - 3 x $300. (comm.) | 900. | |
| 12 x $10. ethnic groups | 120. | |
| Crafts booths - 12 x $10. | 120. | |
| Sales- beer - 1200 x $3. | 3,600. | |
| patties - 475 x $1. | 475. | |
| coffee - 200 x .50 | 100 | 5,315. |

EXPENSES

| | | |
|---|---|---|
| Entertainment - performance fee & incidentals | 13,500. | |
| Park rental | 115. | |
| Security - 8 x 2 days x 8 hrs. $25./hxl x 17 hr. x 2 days | 3,200. | |
| Communication system | 200. | |
| Sound system | 500. | |
| Rentals - beer tubs /freezer | 60. | |
| Liquor licence - 2 days | 88. | |
| Beer supplies - 50 units | 1,155. | |
| Bar supplies - nuts, ice, cups | 105. | |
| Patties - 475. x .60 | 285. | |
| Coffee supplies | 13. | |
| Rental - office trailer on site | 200. | |
| Bar staff & food staff | 524. | |
| Van rental - 2 days | 180. | |
| Decoration - lights (pavillion) | 500. | |
| Clean up | 300. | |
| Insurance - | 1,800. | |
| Fireworks | 2,000. | 24,725. |

Excess of Expenses over Income (19,410.)

CART-CAN (festival)
109 Smith Ave
Hamilton Ontario
L8L 5P2

529-9144
529-9494

CARI-CAN FESTIVAL 1988

Budget

June 1988

ADMINISTRATION EXPENSES

| | | |
|---|---|---|
| Consultant fee - Mas band Co-Ordinator | 1,000. | |
| Telephone - Feb. - Sept. | 2,000. | |
| Office rental - April - Sept. | 600. | |
| Staff - clerical - 32 weeks | 10,240. | |
| - benefits | 1,024. | |
| Car expenss - Feb. - Sept. | 2,000. | |
| Travel - recruiting imports | 2,500. | |
| Promotion - Television /Radio | 12,000. | |
| Print/ flyers | 5,000. | |
| Mobile Signs | 500. | |
| Letterhead, envelopes, postage, copies | 615. | |
| Audit | 500. | 37,979. |

Tuesday, 1988 August 23
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

| | |
|---|---|
| Present: | Alderman P. O. Valeriano, Chairman<br>Alderman T. Cooke, Vice-Chairman<br>Alderman D. Agostino<br>Alderman P. Cowell<br>Alderman J. Gallagher<br>Alderman D. Ross |
| Absent with Regrets: | Mayor R. Morrow, Vacation<br>Alderman V. J. Agro, A.M.O. Conference<br>Alderman G. Copps |
| Also Present: | Mr. L. Sage, Chief Administrative Officer<br>Mr. E. C. Matthews, Treasurer<br>Mr. R. I. Hammel, Manager of Budgets<br>Mr. K. Beattie, Grants Co-ordinator<br>Mr. T. Bradley, Manager of Purchasing<br>Mr. M. Watson, Manager, Real Estate Division<br>Mr. R. Swan, Manager, Property Maintenance Division<br>Mr. John Thompson, Secretary |

1. GRANT APPEAL

Grant Appeal - National Council of Jewish Women

Mrs. Susan Roth, Program Chairman, National Council of Jewish Women appeared before the Committee to appeal the decision of the Finance Committee that no action be taken on their general grant request of $250. to defray the costs of providing additional liability insurance for its fund raising event 1988 September 10 for the Hamilton-Wentworth Head Injury Association.

Following the presentation by Mrs. Roth, the Committee agreed to recommend to City Council that a general one-time only grant in the amount of $200. be made to the National Council of Jewish Women to be used to assist in defraying the expenses of their fund raising project for the Hamilton-Wentworth Head Injury Association to be held September 10 and that this grant be funded from within the Grants Budget Account No. 0374-XXXX.

2. MINUTES

Adoption of Minutes of the Meeting held 1988 July 19

The minutes of the last regular meeting held 1988 July 19 were received and approved as circulated to the members.

3. PURCHASING - SUPPLY AND DELIVERY OF DOMESTIC FUEL OIL, VARIOUS DEPARTMENTS

Purchasing - Supply and Delivery of Domestic Fuel Oil, Various Departments

As outlined in a report of the Manager of Purchasing dated 1988 August 10, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Gillies-Guy, Hamilton for the supply and delivery of Domestic Fuel as and when required to various departments, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, at the following prices:

| No. 2 Furnace Oil | Stove Oil |
|---|---|
| .1825 per litre | .1925 per litre |

Based on Toronto Rack Price, subject to change in taxes and the published price in the Oil Buyer's Guide.

Note: Lowest of two (2) quotations received. Funds provided in various accounts.

Major Maintenance to Civic Buildings

3. MAJOR MAINTENANCE TO CIVIC BUILDINGS

As outlined in a report of the Director Property dated 1988 July 28, the Committee approved the following:

(a) That the Finance Committee recommend to the Executive Committee that the project, Major Maintenance to Civic Buildings at a gross cost of $250 000. as approved for in the 1988 portion of the 1988 - 1992 Capital Budget be proceeded with at this time.

(b) That the Director of Property be authorized and directed to undertake this work.

(c) That the Executive Committee be requested to recommend the method of financing.

Expropriation - Mitsui Chattels

4. EXPROPRIATION - MITSUI CHATTELS

As outlined in a report of Ross and McBride dated 1988 July 19, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That settlement and a Release be authorized for Release of all claims past, present and future of Mr. Mitsui arising from the expropriation of his home on York Boulevard 1975. Consideration of payment by the City in the amount of $25 000.

(b) That the cost of this settlement be funded from Account No. 0472.

Purchase of Service OMERS

5. PURCHASE OF SERVICES - OMERS

As outlined in a report of the Treasurer dated 1988 August 18, the Committee agreed to forward the following recommendation to City Council for approval:

That the employer's share of the cost to implement the purchase of War service as credited pensionable service for eligible members of Ontario Municipal Employees Retirement System to a maximum of $144 746. as of 1988 January 01, be funded from Reserve Account No. 0280-32.

Note: This item was approved by the Personnel Committee at its meeting held 1988 August 24.

Funding of Additional School Crossing Guards at Various Locations

6. FUNDING OF ADDITIONAL SCHOOL CROSSING GUARDS AT VARIOUS LOCATIONS

As outlined in a report of the Treasurer dated 1988 August 18, the Committee agreed to submit the following recommendation to City Council for approval:

That the estimated cost of $12 422. for the remainder of 1988 of providing School Crossing Guard service at various intersections, as approved by City Council 1988 July 26, in adopting Sections 34, 35, 42 and 44 of the Eleventh Report of the Transport and Environment. Committee, be funded from within the existing School Crossing Guard budget, on an overdraft basis if necessary.

7. SUBDIVISION SECURITIES

Subdivision Securities

As outlined in a report of the Treasurer dated 1988 August 18, the Committee agreed to submit the following recommendations to City Council for approval as amended:

(a) That for all new subdivision agreements only the following be acceptable as credit instruments:

(i) Letters of Credit

(ii) Cash

(iii) Treasury Bills

(iv) Guaranteed Investment Certificates

(v) Term Deposits

(vi) Government of Canada Bonds

(vii) Savings Accounts

(b) That the credit instrument be registered in the name of the Corporation of the City of Hamilton or bearer form;

(c) That interest accruing on a credit instrument shall be credited on the contractor or developer;

(d) That both performance bonds and contract maintenance bonds be phased out as they come up for renewal and be replaced by letters of credit or other acceptable securities;

(e) That performance bonds and mortgage currently held can be renewed, but only until the completion of the project for which they are being held;

(f) That all credit instruments be maintained by the Treasury Department;

(g) That the Treasury Department maintain a list of all contractors and developers with valid letters of credit to which the Engineering Department will have direct access.

(h) That the Treasurer be directed to forward a courtesy newsletter to the contractors and developers advising them of Council's new procedures respecting Subdivision Securities.

8. PROCEDURE/POLICY - SIGNING LIMITATIONS FOR ACCOUNT PAYMENTS

Procedure/Policy - Signing Limitations for Account Payments

The Committee received a report of the Treasurer dated 1988 August 17 relative to the request of the Personnel to the Finance Committee to review and clarify the present policy and procedure of monitoring expenditures where it relates to signing limitations.

In receiving the report, the Finance Committee approved that City Council continue with its present policy in this area and that the Personnel Committee be advised accordingly.

Two Comprehensive Audits

9. TWO COMPREHENSIVE AUDITS

The Committee received a report of the Treasurer dated 1988 August 12 to which was attached a letter from Mr. Michael Hudson, C.A., Partner, Pannell, Kerr MacGillivray, Chartered Accountants dated 1988 August 11 in which he provides the scope, fee and time table for the two approved assignments namely, the Community Development Department and the Real Estate and Property Area. The fees are within the agreed parameters, the figures quoted are upset limit, and the timing is to commence the work in August with a completion date of December 1988. This means that the assignment will commence during this Council term and be completed for implementation, if required, by the new Council.

Grant Application - Cari-Can Festival

10. CARI - CAN FESTIVAL GRANT APPLICATION

Consistent with the City Council resolution of 1988 June 28, that all future 1988 grant requests be forwarded to the Finance Committee for information, the Committee received a grant request in the amount of $30 000. for the Cari - Can Festival to be held this year at Dundurn Park, the weekend of 1988 August 20 - August 21. In receiving this application, no action was taken.

Grant Cancellation - Symphony at Dundurn

11. GRANT CANCELLATION, THE SYMPHONY AT DUNDURN

The Committee received a report of the Grants Co-ordinator dated 1988 August 16 advising that the $6 500. traditional grant approved for this event is not required in 1988 as the planned September event has been cancelled.

Settlement of Claim - Guagliano vs. City of Hamilton and Marynowicz

12. SETTLEMENT OF CLAIM - GUAGLIANO VS. CITY OF HAMILTON AND MARYNOWICZ

As outlined in a report of Ross and McBride dated 1988 August 19, the Committee agreed to submit the following recommendation to City Council for approval:

**Settlement of Claim - Guagliano vs. City of Hamilton and Marynowicz, 1984 March 19**

(a) That the City pay the judgment dated 1988 July 14 which will total, as of 1988 September 01, $29 963.99.

(b) That the City pay the plaintiff's party and party costs, exclusive of disbursements, in the amount of $11 250.

(c) That the City pay the plaintiff's legal and medical legal disbursements totalling $3 937.91.

Note: This action was tried 1988 June 6, 7 and 8. It involved a rear end collision in which a City vehicle struck the vehicle driven by the plaintiff. Liability was admitted on behalf on the City, as a result of which the action proceeded as an assessment of damages.

In January 1988, Counsel for the City reached a tentative settlement with the solicitor for the plaintiff in which both Counsel for both parties each agreed to recommend settlement based upon an assessment of damages and interest totalling approximately $38 400. The plaintiff refused to accept his lawyer's recommendation, upon the expectation that he would recover substantially more at trial. The plaintiff was seeking a total of $200 000. in damages. On 1988 July 14, the Judge delivered his judgment, in which he awarded the plaintiff $20 300. for damages, plus interest. The judgment represents the total of damages and

interest to the date of the judgment. The plaintiff recovered substantially less than had been previously negotiated.

The court also awarded the plaintiff his costs. Rather than have the costs assessed by the court, Counsel for the City has negotiated with the plaintiff's lawyer a figure of $11 250. for those costs. City's Counsel believes this is fair and reasonable having regard to the fact that the trial took 3 days and involved extensive preparation. The disbursements which City's Counsel recommended that the City pay are those disbursements which it would be obligated to pay if the costs were to be assessed by the court.

13. SETTLEMENT OF CLAIM - INFORMATION

Settlement of Claim Information Angelina Camera- 1986 February 14

Consistent with Section 3 of the Twelfth Report of the Finance Committee regarding signed authority limitations for processing settlement of claims adopted by City Council 1988 July 26, the Committee received an approved Settlement of claim of Angelina Camera in connection with a slip and fall, 1986 February 14, in the total amount of $2 000. as an all inclusive contribution towards settlement of the plaintiff's claim.

Adjournment

There being no further business, the meeting then adjourned.

Taken as read and approved,

ALDERMAN P. O. VALERIANO, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1988 August 23

Typed by M. J. Walton

2.

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1988 September 1
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REROOF KENILWORTH POLICE STATION, PROPERTY

**RECOMMENDATION**
That a purchase order be issued to Riddell Roofing & Sheet Metal, Hamilton, in the amount of $23,780 to replace the roof at Kenilworth Police Station in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest acceptable of four (4) quotations received. Funds provided in Major Maintenance Account #0408-E85366.

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

Sept 2/88
Sept 2/88

**BACKGROUND**–Quotation Analysis

| | |
|---|---|
| Riddell Sheet Metal & Roofing, Hamilton | $23,870.00 |
| Jocelyn Roofing & Sheet Metal, Hamilton | 24,810.00 |
| Schreiber Brothers Limited, Hamilton | 25,985.00 |
| Julian Roofing, Hamilton | 23,250.00 * |

* Supplier did not bid to specifications

3.

# FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 September 6
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: REPLACE CEILING, DALEWOOD RECREATION CENTRE

RECOMMENDATION
That a purchase order be issued to Foam-Teck Research Ltd., Oakville, in the amount of $15,222.75 to replace the ceiling at Dalewood Recreation Centre in accordance with Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Repairs and Maintenance Account #0328-6636 ($5,000) and Replace Ceiling, Dalewood Recreation Centre Account #0408-E45015 ($9,722.75)

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND-Quotation Analysis

| | |
|---|---|
| Foam-Teck Research Ltd., Oakville | $15,222.75 |
| Quality Sound Control, Brampton | 19,150.00 |
| Smith Brothers, Hamilton | 35,705.00 |

4.

# FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 September 13
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: SUPPLY AND INSTALL BLEACHERS, SCOTT PARK ARENA

RECOMMENDATION
That a purchase order be issued to Henderson Recreation Equipment Limited, Norwich, in the amount of $13,657.97 to supply and install bleachers at Scott Park Arena, in accordance with Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Reserve for Major Repairs Account #0280-20.

T. Bradley

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND-Quotation Analysis

| | |
|---|---|
| Henderson Recreation Equipment Limited, Norwich | $13,657.97 |
| Robertson-Yates Corporation Limited, Hamilton | 20,731.00 |
| D. S. Alvey Design & Construction Services, Brantford | 24,885.00 |

FOR ACTION

5.

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 September 13
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: ELECTRICAL INSTALLATION, EASTWOOD ARENA

RECOMMENDATION
That a purchase order be issued to Ward Electric Ltd., Hamilton, in the amount of $12,300.00 for 400 amp main service electrical installation at Eastwood Arena in accordance with Vendor's quotation.

NOTE: Lowest of six (6) quotations received. Funds provided in Eastwood Arena (Major Maintenance, Civic Buildings) Account #0408-E85365.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND-Quotation Analysis

| | |
|---|---|
| Ward Electric, Hamilton | $12,300.00 |
| B & J Electric, Hamilton | 12,530.00 |
| Electrical Maintenance, Hamilton | 14,440.00 |
| Niagara Engineering, Hannon | 14,820.00 |
| Logic Electrical Inc., Hamilton | 18,700.00 |
| Cipolla's Services Ltd., Burlington | 29,421.00 |

# FOR ACTION

6.

*REPORT TO:* City of Hamilton Finance Committee

*FROM:* City of Legal Department and
Ross & McBride Law Firm

*DATE:* 1988 September 14
*COMM FILE:*
*DEPT FILE:* 100-12.1

*SUBJECT:* Cipriani v. City of Hamilton - Mechanics Lien Sewage Treatment Plant, being a claim for $16,000.00 for steam heat supplies during the construction of Phase 2 of the plant and $500.00 for a security for costs in the above Court action.

*RECOMMENDATION*

That the City not pursue its claims for heat supplied during the construction of the sewage treatment plant and for costs paid into Court re: Cipriani v. City of Hamilton.

*FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)*

The claims of the City - $16,500.00 for heat supplied and costs paid into Court were assumed by the Regional Municipality as a liability upon its takeover the sewage treatment plant in 1974.

*BACKGROUND*

The City of Hamilton during the construction of the second stage of the sewage treatment plant at Woodward Avenue in 1972 incurred the sum of $16,000.00 to supply steam heat to the general contractor MacDougall construction which went bankrupt. The successor construction company assumed as part of its general liabilities in connection with the construction of th plant, the City's costs. Approximately 50 construction liens rose as a result of the erection of stage two of the plant and these liens were settled in 1987 some 15 years after they were incurred. They were settled on the basis of a pro rata share in the original claims less any interest incurred. The Regional Municipality incurred $150,000.00 in legal costs which were also absorbed in the final settlement. The Region took into account the City's claims which in the interests of settlement by the Region were waived. The Region assumed the assets and liabilities of the sewage treatment plant and saved the rate payers of the Region considerably in excess of the monies waived by withholding payments on the amounts due to the Ministry Environment under its agreement to complete construction on the sewage treatment plant.

ROSS & McBRIDE
Per:

R. M. Plant, Q.C.

City Solicitor
~~Per:~~

K. A. Rouff

7.

# FOR ACTION

REPORT TO: Mr. J. Thompson, Secretary
Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1988 August 29
COMM FILE:
DEPT FILE:

SUBJECT: HMRF - Minimum Pension Payable

RECOMMENDATION:

That a minimum pension payable of either $7,000 or $9,000 per annum not be implemented.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

N/A

BACKGROUND:

A costing by the Actuaries of the Hamilton Municipal Retirement Fund was obtained on the request of the HMRF Sub-Committee to increase pensions to a minimum of either $7,000 or $9,000 per annum. The HMRF Sub-Committee approved the above recommendation at their meeting of August 23, 1987.

8.

# FOR ACTION

REPORT TO: Mr. J. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1988 August 29

COMM FILE:
DEPT FILE:

SUBJECT: HMRF Pension Increase

RECOMMENDATION:

That, commencing 1989, any increases awarded HMRF pensioners be the greater of the percentage increase or the service method calculated as $1 x the number of years of service (to a maximum of 35) x the number of years on pension.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A) E. C. Matthews

N/A

BACKGROUND:

In 1982, City Council approved a resolution whereby any increases awarded by OMERS would also be granted to HMRF pensioners. In addition, the HMRF committee in 1981 and 1986 awarded the greater of the percentage increase awarded by OMERS or the service method ($1 x the number of years service x the number of years on pension). The service method will assist those pensioners with small pensions who have been retired a number of years.

The above recommendation was approved by the HMRF Sub-Committee at their meeting of August 23, 1988.

9.

# FOR ACTION

REPORT TO: Mr. E. C. Matthews
Treasurer

FROM: Mr. J. Thompson
Secretary, Finance Committee

DATE: 1988 August 29
COMM FILE:
DEPT FILE:

SUBJECT: .7% Canada Pension Reduction

RECOMMENDATION:

That the .7% Canada Pension Reduction for the remaining active HMRF "Others" be deferred until age 65 when early retirement is elected.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

N/A

BACKGROUND:

There are six (6) active members of the HMRF "Others". Currently, all employees who retire have the .7% C.P.P. reduction deferred to age 65, providing the retirement is not due to disability. This is the case not only for HMRF but also for OMERS, with the exception of the six HMRF "Others".

The above recommendation was approved by the HMRF Sub-Committee at their meeting of August 23, 1988.

# FOR ACTION

10.

REPORT TO: Mr. J. Thompson
Secretary, Finance Committee

FROM: Mr. E. C. Matthews
Treasurer

DATE: 1988 August 29

COMM FILE:
DEPT FILE:

SUBJECT: War Service Purchase

RECOMMENDATION:

That the purchase of War Service be allowed as credited pensionable service for HMRF Fire Fighters who are forced into early retirement due to disability and who would not otherwise be allowed to purchase War Service as credited pensionable service, provided that the employee applies for and is approved for a disability pension from HMRF.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

N/A

BACKGROUND:

Currently, Fire fighters are allowed to purchase War Service as credited pensionable service only if they will not attain 35 years of credited pensionable service at their normal retirement age of 60.

The above recommendation was approved by the HMRF Sub-Committee at their meeting of August 23, 1988.

11.

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
*Treasurer*

*DATE: 1988 Sept. 15*
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **FINANCING OF SCHOOL CROSSING GUARDS AT WOODWARD AND BRAMPTON, AND BARTON AND NASH ROAD, AT A COST OF $1,750 EACH FOR THE REMAINDER OF 1988.**

*RECOMMENDATION:*

That the $3,500 estimated requirement to finance the cost of School Crossing Guards at two intersections as approved by City Council August 30, 1988, be items 38 and 39 of the Twelfth Report of the Transport and Environment Committee, be funded from within the existing budget of the School Crossing Guards, on an overdraft basis if necessary.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

1) It is anticipated that sufficient savings will occur in the School Crossing Guards budget for 1988 to absorb this additional requirement.

2) The accumulated total for additional Guards approved during 1988 is now $25,742.

*BACKGROUND:*

City Council on August 30, 1988, directed the Finance Committee to recommend the method of financing for School Crossing Guards at the following locations:

1) Barton Street and Nash Road
2) Woodward Avenue and Brampton Street

12.

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* September 14
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **PROPOSED CITY HALL SMOKING ROOM**

*RECOMMENDATION:*

That the estimated cost of $13,860 to create a basement smoking room in City Hall be financed from the "Major Repairs and Improvements to City-Owned Properties" reserve, Account No. 0280-24.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Sufficient funds are available in the Major Repairs and Improvements reserve to accommodate this project.

*BACKGROUND:*

The Legislation Committee at their meeting of September 19, 1988, will be considering a report of the Director of Property on the creation of a basement smoking room as directed by City Council June 28, 1988.

13.

FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
*Treasurer*

*DATE: 1988 Sept. 15*
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 GRANT APPLICATIONS**

*RECOMMENDATION:*

a) That at the first regular meeting of the new Finance Committee, the grant policy be reviewed to ascertain the procedures to be used for processing the 1989 Grants and include consideration of re-establishing the Grants Sub-Committee.

b) That as an interim measure the following procedures be adopted relative to initiating the 1989 Grant process:

   i) Week of September 26, 1988 - grant applications to be mailed out to interested groups;

   ii) October 1, 1988 - advertisement to be placed in the Hamilton Spectator announcing the availability of grants, criteria and a submission date;

   iii) October 15, 1988 - submission date for completed applications to be returned to the Grants Co-Ordinator.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

To clarify the process for 1989 Grants, the new Finance Committee should review the grant policy and procedures at its first regular meeting. In this review consideration should be given to the status of the Grants Sub-Committee which has been abolished and re-established twice in 1988. The present policy has the Sub-Committee abolished. This means the Finance Committee would be responsible to consider approximately 120 applications most likely at special Finance Committee meetings.

Until such time that this review is completed, the suggested timetable as an interim measure would at least start the process. Normally Grant applications for outside organizations are distributed in the fall for the upcoming grant years.

14.

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
*Treasurer*

*DATE: 1988 September 12*
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 CURRENT BUDGET TIMETABLE AND APPROVAL PROCESS**

*RECOMMENDATION:*

(1) That the timetable for preparation and review of the 1989 Current Budget Estimates be as follows:

(a) Deadline for completed budget submissions to be returned to Treasury October 31, 1988;

(b) November 1 - December 31, 1988 -- Treasury monitors, processes and assembles the budgets to ensure compliance of submissions with guidelines; C.A.O. reviews budgets with Department Heads and Managers of Local Boards; Treasury prepares the budgets for review by the Standing Committees;

(c) January 24, 1989 -- Finance Committee receives update on Current Budget status and includes an information session on the Current Budget with an invitation to all City Council members to attend;

(d) February 1 - February 24, 1989 -- Standing Committees review and approve their respective budgets which should include acceptance/rejection of service/program packages. This procedure to take place during their scheduled meetings or at special meetings called specifically for budgets;

(e) March 2, 1989 -- Special Council meeting to rank Committee accepted service/program packages and to determine funding level if necessary;

(f) March 21, 1989 -- Finance Committee reviews and approves the final estimates and forwards a recommendation concerning the 1989 City mill rates to City Council;

(g) March 28, 1989 -- City Council approves the 1989 revenues and expenditures based on a calculated mill rate for City services only;

(h) April 25, 1989 -- City Council approves the by-laws establishing the 1989 mill rates for City, Regional and Educational purposes.

....2

RECOMMENDATION: - Ctd.

(2) That the preparation of the Estimates (for each Department and Local Board) be done in a similar fashion as that used in 1988, such that budget documentation presented to the Standing Committees will include:

(a) A transmittal letter briefly summarizing the Departmental/Local Board budget;

(b) summaries and line-by-line detail of expenditures and revenues;

(c) an introductory form to include purpose, objectives, three year plans and staffing requirements;

(d) detailed information on travelling, additional staff requests, new equipment and other expenditure items as required;

(e) service/program "packages" containing detailed information on all requests for "expansion" services, in Departmental/Local Board priority sequence;

(f) and other documentation that a Department/Local Board may wish to submit to their Standing Committee.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

This Current Budget timetable reflects a similar time frame that was experienced in approving the 1988 Current Budget. In addition, the timetable recognizes two other factors which are:

a) Municipal Election
b) 1989-1993 Capital Budget timetable

Recognizing the Municipal Election and a new Council along with the holiday season and possible vacation time being taken by staff and elected officials in December, the Standing Committee budget reviews will start in February. This will allow time to update the new Finance Committee on the status of the Current Budget. All of City Council should be invited to this Current Budget information session.

....3

BACKGROUND: - Ctd.

Consistent with prior years the Capital Budget is expected to be finalized prior to the approval of the Current Budget. This will facilitate implementing any possible effects that may occur from the approval of capital projects on the Current Budget.

The 1989 Current Budget submission is recommended to be consistent with the 1988 procedures. This process will include detailed budget presentations along with service/program packages for Standing Committee acceptance/rejection. These packages would then be ranked at a Special Council meeting tentatively scheduled for March 2, 1989, where a funding level would be determined if necessary. The budget documentation will include 1988 Projected Actuals and Estimates and 1989 Estimates with the appropriate increase/decrease columns of amount and percentage over the 1988 Estimate.

Details on travelling, additional staff, equipment and service/program packages will be presented on specially prepared forms. Revenue items associated with a Department/Local Board will also be included in the budget presentations.

c.c. Mr. Lou Sage, Chief Administrative Officer
All Department Heads and Managers of Local Boards
All Secretaries of the Standing Committees

15.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 September 6
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **Conference - Municipal Treasurers Association of the United States & Canada (MTA US&C) - August 16-19, 1988, Austin, Texas, attended by Mr. E.C. Matthews.**

*BACKGROUND:*

The membership in this organization is comprised of city treasurers or senior finance officials in total amounting to about 1600 persons. I have been a member for two years and this is my second conference.

The conference itself was of excellent quality with mostly first rate speakers. As was the case last year, there was a session entitled "An Economic Update", naturally from the U.S. perspective and I found this information to be particularly useful. Last year, for instance, I came home from Seattle quite depressed about the economy in the U.S. and the rest of the world after listening to admittedly, a conservative type thinking U.S. economist. Although, I have to admit to a defense minded approach to any city investments as a matter of course, I became even more defense minded and reconfirmed our pension investment strategy to our advisors to limit H.M.R.F. participation in equities and to confine our bond holdings to short to medium term bonds. Both moves were very beneficial on the fateful day of October 19, 1987, and our pension investments came out of that ordeal much better than average.

In addition, working with our investment advisors Wyatt & Co., as of October 1, 1987, I moved $1.2 million of our Long Term Disability investments from a balanced fund (comprised of bonds and equities) with Metropolitan Life, Toronto, to a three year fixed term guaranteed investment certificate with an interest rate of 11.14% compounded, with that same company. This defensive strategy, which was reinforced in my mind from attending this conference, has saved the corporation literally thousands of dollars. What I am saying is that it can be very beneficial for staff to attend conferences (of good quality) that are directly related to their responsibilities.

Other topics covered at the conference were: The treasurer as an activist; Collection Management; Controlling your collectibles; Debt Issuance; Banking Services; Treasury Organizational Structuring; Strategic Cash Flow Planning; Performance Measurement (of investments); Dealing with the Media; Pension Issues; Microcomputer Workshop; Securities Lending; and a few other topics.

1988 September 6

Mr. J. D. Thompson
Secretary, Finance Committee - Page 2

Background - continued

On the social side we had a Texas Bar-B-Que at pool side one evening, and we were given a tour and reception at the LBJ Library.

The conference next year is in Ottawa, (unfortunately not Hamilton) and I am a member of a committee of Canadian treasurers assisting in its organization. A city in Canada is selected about once in every decade.

CA4 ON HBL A05
25F3

# THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

1988 December 02

NOTICE OF MEETING

Finance Committee
Tuesday, 1988 December 06
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

AGENDA

1. Approval of the Minutes of the Meeting held 1988 November 01.

2. MANAGER OF PURCHASING

   (a) Reroof Jimmy Thompson Pool

   (b) Reroof West Avenue School

   (c) Supply and Delivery of Two Aerial Device Trucks, Central Garage

3. DIRECTOR OF PROPERTY

   (a) Capital Projects for 1989 - 1993

   (b) Sale of Property - South Side of Limeridge Road East - East of Upper Ottawa Street to Municipal Non-Profit (Hamilton) Housing Corp.

CANADIAN FOOTBALL HALL OF FAME 25 YEARS 1963-1988 HAMILTON

4. TREASURER

(a) Procedure for Approval of the 1988 Budget Transfers and Overdrafts for the Balance of December 1988 after the City Council Meeting of 1988 December 13

(b) Overdraft - Electrical Improvements - The Hamilton Museum of Steam and Technology

(c) Transit Fares for Seniors - $25 - 25 cent Fare Programme

(d) Replacement of Mobile Equipment in 1989

(e) Hamilton Municipal Retirement Fund - 1987 Actuarial Report

(f) Hamilton Municipal Retirement Fund - Surplus Disposition

NOTE: Items 4. (e) and 4. (f) above are subject to the approval of the Hamilton Municipal Retirement Fund Sub-Committee which will be meeting prior to the Finance Committee.

(g) Write-off of Outstanding Realty and Business Taxes

(h) Treasurer's Progress Report on 1989 Current Budget (No Copy)

5. GRANTS CO-ORDINATOR

(a) Grants Policy

(b) 1989 Grant Requests

6. SETTLEMENT OF CLAIM

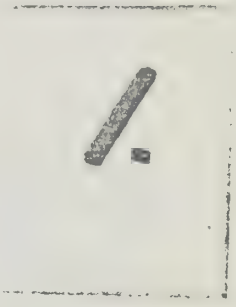
Geraldine Marguerite Fraser and Charles David Fraser vs.
The Corporation of the City of Hamilton - Slip and Fall - 1986 May 06

7. APPROVED SETTLEMENT OF CLAIMS (Information Only)

8. NEW BUSINESS

9. ADJOURNMENT

Thursday, 1988 November 01
2:00 o'clock p.m.
Room 233, City Hall



The Finance Committee met.

Present: Alderman P. O. Valeriano, Chairman
Alderman T. Cooke, Vice-Chairman
Mayor R. Morrow
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman J. Gallagher
Alderman D. Ross

Absent with Regrets: Alderman P. Cowell

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. T. Bradley, Manager of Purchasing
Mr. D. Vyce, Director of Property
Mr. J. Thompson, Secretary

1. MINUTES

Approval of the Minutes of the Meeting held 1988 October 18

The minutes of the last regular meeting held 1988 October 18 were received and adopted as circulated to the members.

2. SUPPLY AND DELIVERY OF REALTY TAX FORMS

Supply and Delivery of Realty Tax Forms

As outlined in a report of the Manager of Purchasing dated 1988 October 26, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order to issued to Moore Business Forms, Burlington, in the amount of $14 758.33 for the supply and delivery of Realty Tax Forms in accordance with Vendor's quotation.

Note: Only quotation received. Funds provided in Treasury - Taxation Supplies Account No. 0323-1021.

As these forms are being ordered in conjunction with various other forms and are required as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

On the recommendation of Alderman D. Agostino, the Committee also requested Mr. Bradley to investigate the cost of the tax forms presently being used by the City of Toronto.

While it is recognized that the format of the tax forms used by the City of Toronto is different, the Committee wants to make sure that we are not paying any more than we have to for our forms.

3. HEATING SYSTEM RENOVATIONS AT TWO FIRE STATIONS

Heating Systems Renovations at Two Fire Stations

As outlined in a report of the Manager of Purchasing dated 1988 October 31, the Committee agreed to submit the following recommendation to City Council for approval.

**Heating System Renovations at Two Fire Stations**

That a purchase order be issued to Vette Mechanical Contracting Ltd., Binbrook, in the amount of $58 564.39 for Heating System Renovations at two Fire Stations (Mohawk Road East and Upper Wentworth Street and Melvin Avenue At Woodland), in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

Note: Only quotation received. Funds provided in the Reserve for Capital Projects, Account No. 0280-27.

**Energy Conservation Project**

4. ENERGY CONSERVATION PROJECTS

As outlined in a report of the Director of Property dated 1988 October 25, the Committee agreed to forward the following recommendations to the Executive Committee for consideration and recommendation.

(a) That the project Energy Conservation Projects to Civic Buildings at a gross cost of $100 000 as approved in the 1988 portion of the 1988 - 1992 Capital Budget be initiated at this time.

(b) That the Director of Property be authorized and directed to undertake this work.

(c) That the Executive Committee be requested to recommend the method of financing.

**Construction Costs for Accommotation Requirements - City Hall**

5. CONSTRUCTION COSTS FOR ACCOMMODATION REQUIREMENTS - CITY HALL

As outlined in a report of the Director of Property dated 1988 October 27, the Committee agreed to submit the following recommendations to the Executive Committee.

(a) That the project - Construction Costs for Accommodation Requirements - City Hall at a gross estimated cost of $225 000 as provided for in the 1988 portion of the 1988 - 1992 Capital Budget be proceeded with at this time.

(b) That the Director of Property be authorized and directed to undertake this work.

(c) That the Executive Committee be requested to recommend the method of financing.

**Lease Renewal for Various City Properties Occupied by the Region**

6. LEASE RENEWAL FOR VARIOUS CITY PROPERTIES OCCUPIED BY THE REGION

As outlined in a report of the Director of Property dated 1988 October 26, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the City of Hamilton renew the Master Lease with the Regional Municipality of Hamilton-Wentworth for a period of three years commencing 1988 December 01 and terminating 1991 November 30.

(b) That the City of Hamilton renew the lease with the Hamilton-Wentworth Regional Health Unit at 74 Hughson Street South, save and except the first floor, Composite Building - Kenilworth Avenue North and 777 Upper Wentworth Street for a period of three years commencing 1988 December 01 and terminating 1991 November 30.

(c) That the Mayor and City Clerk execute a lease document satisfactory to the City Solicitor.

Note: The Rent Schedules for the aforementioned renewals are calculated as follows:

Lease Renewal for Various City Properties Occupied by the Region

## RENT COMPUTATIONS

### CITY HALL

| PLANNING DEPARTMENT | TOTAL |
|---|---|
| (a) - December 1, 1988 to November 30, 1991<br>7th Floor - West Wing - 6 171 sq. ft.<br>6 171 sq. ft. @ $13.00 per sq. ft. per annum | $ 80 223.00 per annum |
| **ENGINEERING DEPARTMENT** | |
| (a) - December 1, 1988 to November 30, 1991<br>7th Floor - East Wing - 2 858 sq. ft.<br>2 858 sq. ft. @ $13.00 per sq. ft. per annum | $ 37 154.00 per annum |
| (b) - 6th Floor - Full Floor - 9 029 sq.ft.<br>9 029 sq. ft. @ $13.00 per sq. ft. per annum | $117 377.00 per annum |
| (c) - 5th Floor - East Wing - 2 933 sq. ft.<br>2 933 sq. ft. @ $13.00 per sq. ft. per annum | $ 38 129.00 per annum |
| (d) - Basement Vault - Jointly by City and Region - 800 sq.ft.<br>800 sq. ft. @ $5.00 per sq. ft. per annum | $ 4 000.00 per annum |
| Total Engineering Department . . . . . | $196 660.00 |
| Total Rental Space in City Hall . . . . . | $276 883.00 |

### CENTRAL SERVICES BUILDING

| REGIONAL WATERWORKS MAINTENANCE | TOTAL |
|---|---|
| (a) - December 1, 1988 to November 30, 1991<br>Outside Yard Space - 9 625 sq. ft.<br>9 625 sq. ft. @ $.30 per sq. ft. per annum | $ 2 887.50 per annum |
| (b) - Main Workshop Area - 11 760 sq. ft.<br>11 760 sq. ft. @ $3.50 per sq. ft. per annum | $ 41 160.00 per annum |
| (c) - Mezzanine Storage Area - 1 160 sq. ft.<br>1 160 sq. ft. @ $3.50 per sq. ft. per annum | $ 4 060.00 per annum |
| (d) - Offices, Lunch Room and Washroom Area - 2 205 sq. ft.<br>2 205 sq. ft. @ $3.50 per sq. ft. per annum | $ 7 717.50 per annum |
| (e) - Space for overnight parking of 20 vehicles indoors 4 500 sq. ft.<br>4 500 sq. ft. @ $2.50 per sq. ft. per annum | $ 11 250.00 per annum |
| Total for Waterworks Maintenance..... | $67 075.00 |

**Lease Renewal for Various City Properties Occupied by the Region**

KENILWORTH AVENUE NORTH COMPOSITE BUILDING

| REGIONAL POLICE DEPARTMENT | TOTAL |
|---|---|
| (a) - December 1, 1988 to November 30, 1991<br>First Floor - 4 393 sq. ft.<br>4 393 sq. ft. @ $7.00 per sq. ft. per annum | $ 30 751.00 per annum |
| (b) - Second Floor - 3 062 sq. ft.<br>3 062 sq. ft. @ $6.50 per sq. ft. per annum | $ 19 903.00 per annum |
| (c) - Basement - 1 125 sq. ft.<br>1 125 sq. ft. @ $2.00 per sq. ft. per annum | $ 2 250.00 per annum |
| (d) - Garages - 1 239 sq. ft.<br>1 239 sq. ft. @ $1.50 per sq. ft. per annum | $ 1 858.50 per annum |
| Total Regional Police Department..... | $ 54 762.50 |

CITY LEASE TO HAMILTON-WENTWORTH REGIONAL HEALTH UNIT

74 Hughson Street South
15 Hunter Street East
Kenilworth Avenue North Composite Building
Upper Wentworth Composite Building - 777 Upper Wentworth Street

| | TOTAL |
|---|---|
| (a) - December 1, 1988 to November 30, 1991<br>Kenilworth Avenue North - First Floor<br>1 484 sq. ft. @ $6.50 per sq. ft. per annum | $ 9 646.00 per annum |

*Note: Rate reflects cost of parking, Health Department is responsible to reimburse Hamilton Parking Authority for parking.

| | |
|---|---|
| (b) - 74 Hughson Street South<br>(15 Hunter Street East)<br>Second Floor & Third Floor<br>13 622 sq. ft. @ $9.50 per sq. ft. per annum | $129 409.00 per annum |
| (c) - Upper Wentworth Composite Building<br>6 200 sq. ft. @ $8.00 per sq. ft. per annum | $ 49 600.00 per annum |
| Total for Regional Health..... | $188 655.00 |

Note: This amount does not include First Floor of 74 Hughson St. South.

It is understood and agreed that the Regional Engineering Department, Waterworks Division, will be vacating the Central Services Building in the spring of 1989. The Master Lease agreement will be amended accordingly.

The lease will also be revised by adding the following:

> Upon one year's notice, the City of Hamilton may terminate the lease with the Region for that portion of the lease as it pertains to 74 Hughson Street South (Health Department).

Included in the rent at City Hall is the amount of $10 000 which represents the charge for 20 parking spaces allocated to the Health Department. In consideration of the Parking Authority's recommendation that the former Health Building at 74 Hughson Street South may be required for future parking purposes, the Master Lease with the Region will have a one year termination clause added to the lease.

In addition to rent paid by the Region and the Board of Health, they are both responsible for their proportionate share of the increase in operating costs over the Base Year of 1987.

All amounts payable shall be deemed to be additional rent.

The chart attached hereto as APPENDIX "A" indicates the rate increases for all the Region's space.

7. QUIT CLAIM DEED - PART 2, PLAN 62R-7728 - 184B CANADA STREET

Quit Claim Deed 184B Canada Street

As outlined in a report of the Director of Property dated 1988 October 27, the Committee agreed to submit the following recommendation to City Council for approval.

(a) That the City Solicitor be directed to prepare a Quit Claim Deed in favour of Mrs. Barbara Jean Domes, 186 Canada Street releasing all of the City's interest in the parcel of land shown as Part 2 on Plan 62R-7728. The subject parcel measures 4.8 feet by 57 feet, more or less, and is located at the rear of 186 Canada Street.

(b) That the Mayor and City Clerk be authorized to execute the necessary documentation.

8. SETTLEMENT OF CLAIMS

Settlement of Claims

As outlined in reports from City's Counsel, Ross and McBride, dated 1988 September 16 and September 23, the Committee agreed to submit the following recommendation to City Council for approval.

That the following Settlement of Claims, be approved:

(a) **Harold Kerwin et al vs. The City of Hamilton vs. McMurdie and Morneau Automobile Accident, 1985 January 10**

That the City accept the sum of $17 675 in settlement of its claim on behalf of itself and the two City employees for damages, interest and costs.

(b) **The City of Hamilton and Caprice, Frances vs. Rohozneau Automobile Accident, 1983 April 13**

That the City accept an all inclusive settlement of $60 000 in full settlement of its subrogated Workers' Compensation Claim.

9. APPROVED SETTLEMENT OF CLAIMS

Approved Settlement of Claims forwarded to City Council for information

As outlined in a report of the Secretary dated 1988 October 28, the Committee received a Summary Report containing a listing of approved Settlement of Claims and approved that a copy be forwarded to City Council for information in accordance with Council policy.

The meeting then adjourned.

Adjournment

Taken as read and approved,

ALDERMAN P. O. VALERIANO, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1988 November 01

Typed by M. J. Walton

2. (A)

# FOR ACTION

NOV - 8 1988

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 November 7
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: REROOF JIMMY THOMPSON POOL

RECOMMENDATION
That a purchase order be issued to Jocelyn Roofing & Sheet Metal, Hamilton, in the amount of $32,175.00 to replace the roof at Jimmy Thompson Pool in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest of two (2) quotations received. Funds provided in Major Maintenance Account #0408-E45018.

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND-Quotation Analysis

| | |
|---|---|
| Jocelyn Roofing & Sheet Metal, Hamilton | $32,175.00 |
| Riddell Sheet Metal & Roofing, Hamilton | 32,880.00 |

DEC - 1 1988

# FOR ACTION

2.(6)

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 November 29
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: REROOF WEST AVENUE SCHOOL

RECOMMENDATION
That a purchase order be issued to Riddell Sheet Metal & Roofing, Hamilton, in the amount of $38,755.00 to replace the roof at West Avenue School in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Energy Conservation '86 Account #0408-A95001

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND-Quotation Analysis

| | |
|---|---|
| Riddell Sheet Metal & Roofing, Hamilton | $38,755.00 |
| Schreiber Brothers, Hamilton | 40,800.00 |
| Jocelyn Roofing & Sheet Metal, Hamilton | 46,174.00 |

NOV 30 1988

# FOR ACTION

2. (c)

REPORT TO: MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 November 29
COMM FILE:
DEPT FILE:

SUBJECT: SUPPLY & DELIVERY OF TWO AERIAL DEVICE TRUCKS, CENTRAL GARAGE

**RECOMMENDATION**
That a purchase order be issued to Wajax Industries, Mississauga in the amount of $172,454.40 plus licensing, for the supply and delivery of Two (2) Aerial Device Trucks, for Central Garage in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of six (6) tenders received. Funds provided in Depreciation Account #0280-01.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

BACKGROUND-Tender Analysis

| | |
|---|---|
| Wajax Industries, Mississauga | $172,454.40 |
| G. C. Duke Equipment, Burlington | 179,236.80 |
| Wajax Industries | 181,895.76 |
| Altec Industries, Milton | 234,807.12 |
| Wajax Industries | 148,396.32 * |
| Altec Industries | 164,306.88 * |

* Do not meet specifications. Elbow unit design not acceptable; more hazardous when operating in tight traffic areas.

FOR ACTION

3.(A)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1988 November 23
*COMM FILE:*
*DEPT FILE:* (2719)

*SUBJECT:* **CAPITAL PROJECTS FOR 1989-1993**

*RECOMMENDATION:*

That the following projects be forwarded to the Executive Committee for consideration in the 1989-1993 Capital Budget.

| Project | | Cost | Year |
|---|---|---|---|
| 1. Major Maintenance to Civic Buildings | $ | 250,000 | 1989 |
| 2. Major Maintenance to Civic Buildings | $ | 1,200,000 | 1990-1993 |
| 3. Energy Conservation Projects | $ | 50,000 | 1989 |
| 4. Energy Conservation Projects | $ | 250,000 | 1990-1993 |
| 5. Construction Costs for Accommodation Requirements - City Hall | $ | 100.000 | 1989 |
| 6. Construction Costs for Accommodation Requirements - City Hall | $ | 1,700.000 | 1990-1992 |
| 7. King Street Pedestrian Bridge - east of MacNab Street South | $ | 200.000 | 1990 |
| 8. Replacement of Rink Slab and Boards - Mountain Arena | $ | 425,000 | 1990 |
| 9. Replacement of Pool Filtration Systems - Bennetto and Dalewood Recreation Centres | $ | 250,000 | 1989 |
| 10. Replacement of Pool Filtration Systems - Churchill Recreation Centre | $ | 150.000 | 1990 |
| 11. City Hall Sprinkler System | $ | 1,500,000 | 1992 |

D. W. Vyce

*FINANCIAL IMPLICATIONS:*

The total cost of financing the Capital Projects listed above between 1989-1993 is $6,075,000.00.

*BACKGROUND:*

1. & 2. These projects are a continuation of the present allowance of $250,000 per year (1989-90) and $300,000 per year (1991-92), escalating to $350,000 in 1993, to cover the major replacement of component parts of a building vital to its operation such as roofs, lighting, heating plants, structural and mechanical repairs etc. The replacement of these major items in a building generally does not take place year in and year out but occurs only occasionally throughout the life of a building.

3. & 4. This is a continuation of a previous policy of allocating $50,000 per year for various energy conservation projects within City owned buildings. Monies spent under this program produce a return to the City over time in reduced energy costs.

5. & 6. One Hundred Thousand ($100,000.00) is requested for 1989 in order to modernize and make functional, the space within City Hall. This is an ongoing program of modernization within the building. Financing is required to meet the requests for revisions to space usually brought about as a result of increased program responsibilities and increased staff, severe overcrowding, and general rearrangements.

The following is a list of recent requests for improvements to space all of which I believe should be addressed and will require financing:-

(1) Improvements to the secretarial area of the Mayor's office to provide for greater control of the public and more privacy, and more efficient and functional working conditions for the secretarial staff of the Mayor's office.

(2) Alterations and improvements to the Offices of the City Clerk including partitioning in the vault, and rug material in three offices to coincide with the floor covering throughout the remainder of the office.

(3) Miscellaneous furniture repair and replacements in Council Chambers, Committee rooms and public areas.

(4) Electrical and telephone changes as a result of the installation of computer workstations, gradually taking place throughout the building.

(5) Miscellaneous shelving and storage compartments to consolidate files in the basement and provide additional space for personnel.

(6) Minor partition changes to the fourth floor to provide space for additional staff in the Public Works Department.

(7) Alterations to the information desk to improve employee comfort and security.

(8) Moving expenses as a result of office alterations.

(9) Contingency fund to provide for improvements and alterations to the building which constantly arise throughout the year.

One Hundred Thousand dollars is also requested for each of the years 1990 and 1991 in order to meet the continual demand upon us to modernize and update the City Hall and to make it comfortable and functional for its occupants and visitors and to project a professional image.

It is expected the Region will be vacating space in City Hall once the new Regional Headquarters is developed. This is anticipated to occur early in 1992. The $100,000 sums requested in 1988, 1989 and 1990 are minimal, will meet the demand for changes during those years I believe and will lead us to the year 1992 when plans for a more complete modernization and renovation program within City Hall should be undertaken. Assuming the Region vacates all space occupied by it in City Hall, the sixth, seventh and part of the fifth floor will be available for other use. This space I would suggest could be consumed by City Departments to alleviate the severely cramped and crowded quarters some departments must now endure. Mass renovations and rearrangement of space for departments will not be without substantial cost; however, the results I believe will be advantageous to the City in the long range in terms of efficiency, productivity, the image projected and occupant comfort.

At the moment, no plan of action has been developed for 1992. However, judging from the cost of renovating space in the past, I can without hesitation say that the cost will be substantial and it is this fact that I wish be made known to City Council. To ensure proper financial planning within the Capital Budget Process, I believe a sum should be included in the 1992 portion of the Capital Budget.

I believe the sum of $1.5 million is reasonable, keeping in mind of course that as of this date, no definite plan of action has been developed. The estimated cost can be refined as 1992 draws nearer.

7. The provision for a Pedestrian Bridge across King Street West, east of MacNab Street connecting L.D.Jackson Square to the Canadian Imperial Bank of Commerce Centre was contained in the Capital Budget of 1988-1992 for financing in 1990. The ultimate plan for downtown Hamilton is to connect various developments through climate controlled walkways over and under City streets. One connection already exists between L.D.Jackson Square and the Convention Centre; a second will be erected probably during the month of December 1988 connecting the York Boulevard Parkade to the new Eaton's Centre. It appears Phase 2 of the C.I.B.C. Centre will become a reality with an official announcement of the project two months ago. Construction is likely to commence during 1989 with a bridge connection being put in place during 1990.

The cost of a connection between the two sides of King Street West will far exceed the $200,000 requested herein. Depending upon the size and finish of the structure, the cost could approach $1 million. Since the overhead pedestrian bridge proposed for this location connects two private enterprise developments and not buildings owned by the City, Council in considering last year's Capital Budget (1988-1992), approved of the inclusion of only $200,000 in the budget, not the entire cost of the connection. The thought in the minds of Councilors was that some funds should be placed in the budget to assist developers and provide an incentive for them to construct overhead pedestrian bridge connections. The inclusion of this sum in the Capital Budget does not automatically guarantee the developers of the C.I.B.C. Centre any financial assistance in the construction of the bridge. This would be the subject of future negotiations between the parties connecting to same -- L.D.J.Square and the C.I.B.C. Centre.

While the Project Description reads - King Street Pedestrian Bridge - East of MacNab judging from the comments of Council during last year's budget deliberations, it is quite conceivable that the funds could be utilized for virtually any pedestrian bridge proposed for the downtown core.

8. Since its original construction in 1966, the rink slab and boards at the Mountain Arena have deteriorated and become outdated and is very costly and time consuming to repair and maintain. Some areas have deteriorated to the point where they may be unsafe to users. Rink boards are constantly being repaired. Rotting wood boards and supports are evident throughout the structure. The slab is cracked in many places making it uneven and hazardous during late spring and summer usage.

Immediately following the hockey season ending in the spring of 1990, we recommend a complete replacement of the slab and piping and a complete replacement of the boards including the installation of stay white plastic and trim and the replacement of the clear plastic panels with tempered glass.

The complete replacement of the slab, piping and boards is not unlike the other City arenas of equal vintage which have undergone the same treatment in recent years -- Scott Park, Eastwood, Coronation, Parkdale and Inch.

9. & 10. The pool filtration systems and piping in three school attached recreation centres are all original (22 and 23 years of age) and require entire replacement during 1989 and 1990 if we are to guarantee programming in these facilities. The filtration systems have required considerable repairs over the past few years to maintain usage of the building. The life expectancy of the systems are now however exhausted to the point where replacement is vital. Leaks in the pipes and filters are becoming evident; sand is being cast into the pool through the system. It is proposed to cut the pool decks and walks and replace the steel piping with plastic piping, more prevalent in today's market. The filter tanks and medium (sand and gravel) must also be replaced.

The expected useful life of a filtration system is 20 years. With preventative maintenance and timely repairs, we have extended the life of the systems by 2 - 3 years.

It has become evident to us however that replacement is now necessary. While all three systems are in need of replacement, we are also cognizant of the restraints within the Capital Budget process. Accordingly, we have priorized the replacement of the Pool Systems -- two in 1989 - Bennetto and Dalewood, and one in 1990 - Churchill.

11. This is a proposal to provide for increased personal safety and remove the danger of record loss should there be a fire and is in lieu of conforming to the present Ontario Building Code. (Conformance is not mandatory for existing buildings at this time, but may be in the future.) Action under this heading is supported by the Fire and Building Departments.

It is projected to undertake this installation at a time when substantial revisions and rearrangement of space within City Hall is contemplated.

This project was submitted for consideration in the 1988-92 Capital Program but subsequently deleted by Council.

c.c. - Mr. L. Sage, Chief Administrative Officer

- Mr. E.C. Matthews, City Treasurer

- Mr. E.C. Matthews, City Treasurer
  Attention: Mr. B. Hotrum

- Mr. R. Swan, Manager, Property Maintenance Division

- Mr. R. Martiniuk, Manager, Architectural Division

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department(Property Maintenance Division)
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Major Maintenance to Civic Buildings
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for major replacement of building components such as roofs, lighting, heating plants, air conditioners, structural repairs, etc. which require attention only occasionally during the life of a building. Account also provides for major unforeseen repairs within our numerous buildings which arise unannounced throughout the year.
4. (a) PROJECT STARTING DATE: 1989
   (b) PROJECT FINISHING DATE: 1989
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1989
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250,000
   (b) SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) CITY'S COST: $ 250,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ 250,000 | 6 |
| - 1990 | $ | |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |
| (b) TOTAL NUMBER OF PERSON YEARS CREATED: | | 6 |

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $ _____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: Could result in the closure of a civic building and cancellation of a program offered by the City. In less extremes, temporary repairs might suffice as a stop-gap measure before the ultimate major permanent replacement is necessary
10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [X] NO [ ]
    IF YES, PLEASE INDICATE FOR WHAT YEAR 19[8][8]

Signature of Department Head/Local Board Manager (for Standing Committee)

Nov 22/88
Date

Signature of C.A.O. (for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department(Property Maintenance Division)
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Major Maintenance to Civic Buildings
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for major replacement of building components such as roof, lighting, heating plants, air conditioners, structural repairs, etc. which require attention only occasionally during the life of a building. Account also provides for major unforeseen repairs within our numerous buildings which arise unannounced throught the year.
4. (a) PROJECT STARTING DATE: 1990
   (b) PROJECT FINISHING DATE: 1993
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1990
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,200,000
   (b) SUBSIDIES AND OTHER RECEIPTS: $
   (c) CITY'S COST: $ 1,200,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ | |
| - 1990 | $ 250,000 | 6 |
| - 1991 | $ 300,000 | 7 |
| - 1992 | $ 300,000 | 7 |
| - 1993 | $ 350,000 | 7 |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 27
7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: Could result in the closure of a civic building and cancellation of a program offered by the City. In less extremes, temporary repairs might suffice as a stop-gap measure before the ultimate major permanent replacement is necessary.
10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [X] NO [ ]
    IF YES, PLEASE INDICATE FOR WHAT YEAR 19 [8][8]

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Executive Committee)

Nov 22/88.
Date

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Energy Conservation Projects
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Various Locations - Energy Saving Retrofits
4. (a) PROJECT STARTING DATE: 1989
   (b) PROJECT FINISHING DATE: 1989
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1989
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 50,000
   (b) SUBSIDIES AND OTHER RECEIPTS: $
   (c) CITY'S COST: $ 50,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ 50,000 | 1 |
| - 1990 | $ | |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |
| (b) TOTAL NUMBER OF PERSON YEARS CREATED: | | 1 |

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL:
   Opportunity to reduce energy consumption and maintenance costs would be lost.
10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [X] NO [ ]
    IF YES, PLEASE INDICATE FOR WHAT YEAR 19[8][8]

Signature of Department Head/Local Board Manager (for Standing Committee)

Nov. 22/88.
Date

Signature of C.A.O. (for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PROPERTY DEPARTMENT

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Construction costs for Accommodation Requirements - City Hall

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for various alterations and modernization in office accommodation, electrical and telephone rearrangements, partitioning, floor coverings, furniture repair and replacement, etc., as required from time to time as a result of revisions to operating methods, (i.e. departmental reorganizations, increased program responsibilities, etc.), numbers of staff and to overcome severely cramped and crowded quarters within some Departments.

4. (a) PROJECT STARTING DATE: 1990

   (b) PROJECT FINISHING DATE: 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1990

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,700,000.

   (b) SUBSIDIES AND OTHER RECEIPTS: $

   (c) CITY'S COST: $ 1,700,000.

| | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| 6. (a) YEAR OF EXPENDITURE - 1989 | $ | |
| - 1990 | $ 100,000. | |
| - 1991 | $ 100,000. | |
| - 1992 | $ 1,500,000. | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: Not possible to finance charges for office requirements. Could result in extreme overcrowding to the point of being subject to Labour Dept. review. The positive effects of alterations and modernization in terms of increased efficiency, productivity, occupant comfort and the image projected would be lost.

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [X] NO [ ]
    IF YES, PLEASE INDICATE FOR WHAT YEAR 19[8][8]

D Lilley

Signature of Department Head/Local Board Manager
(for Standing Committee)

Nov 22/88
Date

Signature of C.A.O.
(for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: King Street Pedestrian Bridge-east of MacNab St.

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   Bridge Linking L.D.Jackson Square with proposed C.I.B.C.,Phase 2

4. (a) PROJECT STARTING DATE: 1990

   (b) PROJECT FINISHING DATE: 1990

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1990

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,000,000

   (b) SUBSIDIES AND OTHER RECEIPTS: $ 800,000

   (c) CITY'S COST: $ 200,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ | |
| - 1990 | $ 200,000 | 4 |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 4

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL:

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [X] NO [ ]

    IF YES, PLEASE INDICATE FOR WHAT YEAR 19[8][8]

D. Wilcox

Signature of Department Head/Local Board Manager
(for Standing Committee)

Nov 22/88
Date

Signature of C.A.O.
(for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Replacement of Rink Slab & Boards - Mountain Arena

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for the replacement of the rink slab and boards at the Mountain Arena which, since its original construction in 1966, has deteriorated and become outdated and has become very costly and time consuming to repair and maintain to the point where user safety is at risk.

4. (a) PROJECT STARTING DATE: 1990

   (b) PROJECT FINISHING DATE: 1990

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1989

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 425,000

   (b) SUBSIDIES AND OTHER RECEIPTS: $

   (c) CITY'S COST: $ 425,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ | |
| - 1990 | $ 425,000 | 8 |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 8

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: A "worst case" scenario would be a complete loss of programming at the facility due to inability to make costly and substantial repairs. Replacement is inevitable. Delay only inflates the overall replacement cost while in the interim spending substantial funds just to keep the facility operational.

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES ☐ NO ☒

    IF YES, PLEASE INDICATE FOR WHAT YEAR 19☐☐

D. Wilyea

Signature of Department Head/Local Board Manager
(for Standing Committee)

Signature of C.A.O.
(for Executive Committee)

Wed 22/88.

Date

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department(Property Maintenance Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Replacement of Pool Filtration Systems-Benetto & Dalewood

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for the replacement of Pool Filtration Systems and piping in Bennetto and Dalewood Recreation Centres. Filtration Systems are original (22 and 23 years of age) and have required considerable repairs to maintain programming. Mechanical component parts can only be repaired and maintained to a certain extent following which entire replacement becomes necessary. This time has now been reached.

4. (a) PROJECT STARTING DATE: 1989

   (b) PROJECT FINISHING DATE: 1989

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1989

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250,000

   (b) SUBSIDIES AND OTHER RECEIPTS: $ -

   (c) CITY'S COST: $ 250,000

| | | | NO. OF PERSON YEARS CREATED |
|---|---|---|---|
| 6. (a) | YEAR OF EXPENDITURE - 1989 | $ 250,000 | 6 |
| | - 1990 | $ | |
| | - 1991 | $ | |
| | - 1992 | $ | |
| | - 1993 | $ | |
| | - 1994 AND AFTER | $ | |
| (b) | TOTAL NUMBER OF PERSON YEARS CREATED: | | 6 |

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: Increased costs in maintaining present system, if in fact it can be maintained. Complete loss of programming time as a result of malfunctions. Possible health and safety considerations if replacement not undertaken.

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES ☐ NO ☒

    IF YES, PLEASE INDICATE FOR WHAT YEAR 19 ☐☐

D.W. Wyee

Signature of Department Head/Local Board Manager (for Standing Committee)

Nov 22/88
Date

Signature of C.A.O. (for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department(Property Maintenance Division)
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Replacement of Pool Filtration System - Churchill
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for the replacement of Pool Filtration System and piping in Churchill Recreational Centre. Filtration system is original (21 years of age) and has required considerable repairs to maintain programming. Mechanical component parts can only be repaired and maintained to a certain extent, following which entire replacement becomes necessary. This time is about to be realized.
4. (a) PROJECT STARTING DATE: 1990
   (b) PROJECT FINISHING DATE: 1990
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1990
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 150,000
   (b) SUBSIDIES AND OTHER RECEIPTS: $ -
   (c) CITY'S COST: $ 150,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ | |
| - 1990 | $ 150,000 | 3 |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 3
7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL: Increased costs in maintaining present system, if in fact it can be maintained. Complete loss of programming time as a result of malfunctions. Possible health and safety considerations if replacement not undertaken.
10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES ☐ NO ☒
    IF YES, PLEASE INDICATE FOR WHAT YEAR 19 ☐☐

Signature of Department Head/Local Board Manager (for Standing Committee)

NOV 22/88
Date

Signature of C.A.O. (for Executive Committee)

Date

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PROPERTY DEPT.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: City Hall - Sprinkler System

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   To provide for personal safety and reduce Property damage during a fire and in lieu of conforming to present Ontario Building Code.

4. (a) PROJECT STARTING DATE: 1992

   (b) PROJECT FINISHING DATE: 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,500,000.

   (b) SUBSIDIES AND OTHER RECEIPTS: $

   (c) CITY'S COST: $ 1,500,000.

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ | |
| - 1990 | $ | |
| - 1991 | $ | |
| - 1992 | $ 1,500,000. | 30 |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL:

   Possible safety effect and greater loss of records in event of fire.

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES [xx] NO [ ]

    IF YES, PLEASE INDICATE FOR WHAT YEAR 19 [8 8]

D Mulvee

Signature of Department Head/Local Board Manager
(for Standing Committee)

Nov 22/88.

Date

Signature of C.A.O.
(for Executive Committee)

Date

NOV 30 1988

FOR ACTION

3. (b)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1988 November 30
*COMM FILE:*
*DEPT FILE:* 1.3.4
(4509)

*SUBJECT:* **Sale of Property - South Side Limeridge Road East - East of Upper Ottawa Street to Municipal Non-Profit (Hamilton) Housing Corporation**

*RECOMMENDATION:*

That an Offer to Purchase executed by Mayor R. Morrow, President of the Municipal Non-Profit (Hamilton) Housing Corporation on November 30, 1988 and scheduled for closing on or before February 8, 1989 for the purchase of lands on the south side of Limeridge Road East, east of Upper Ottawa Street be approved and completed.

Note: The subject property has a frontage along the southerly limit of Limeridge Road East of 215 metres (705.38 feet) by a depth of 135.148 metres/84.181 metres (443.39 feet/276.18 feet) containing 2,864.9 square metres (30,838.5 square feet) shown as Parts 3 and 4 on attached copy of Plan 62R-9176 Surveys. Part 3 is subject to an easement in favour of the Region for landscaping purposes. Schedule "A" attached hereto also forms part of this agreement. The purchase price of $660,000.00 is to be credited to Account 0280-02.

D. W. Vyce

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

The $660,000 realized from this sale is to be credited to Account 0280-02, Reserve for Property Purchases.

*BACKGROUND:*

The subject property is surplus to municipal requirements. It is proposed to develop 66 townhouse units on this site, in accordance with the RT-10/S-229 zoning on this site.

Attach.

c.c. - Mr. K.A. Rouff, City Solicitor
- Mr. E.C. Matthews, City Treasurer
- Mr. B. Janssen, General Manager, Municipal Non-Profit (Hamilton) Housing Corporation
- Mr. M. Chidley, Regional Surveyor

NOV 21 1988

4. (A)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 November 21
*COMM FILE:*
*DEPT FILE:* 01MA-FR10

*SUBJECT:* **PROCEDURE FOR APPROVAL OF THE 1988 BUDGET TRANSFERS AND OVERDRAFTS FOR THE BALANCE OF DECEMBER 1988 AFTER THE CITY COUNCIL MEETING OF DECEMBER 13, 1988**

*RECOMMENDATION:*

That the Chief Administrative Officer and the Treasurer be authorized to approve current budget transfers and overdrafts for the balance of December following the December 13, 1988 Council meeting, provided that a list of all such transactions is compiled for the approval of the appropriate Standing Committee and/or City Council in early 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

In order that the City finances can proceed in an orderly fashion for the balance of December after the Council meeting, it is being requested that the Chief Administrative Officer and the Treasurer be authorized to approve over-budget items on the understanding that such information would be formally approved by the appropriate Standing Committee and/or City Council.

4. (b)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 November 28
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* OVERDRAFT FOR ELECTRICAL IMPROVEMENTS - THE HAMILTON MUSEUM OF STEAM AND TECHNOLOGY

*RECOMMENDATION:*

That an overdraft amount of $25,000 be approved for account 0369-0734 in the Culture budget for 1988 to correct problems with inadequate electrical service at the Hamilton Museum of Steam and Technology, to be financed by savings accumulated in the other accounts of the Culture budget.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

1) The overall surplus of the City at year-end will be reduced by $25,000.

2) The Culture division must generate savings of $25,000 within their total 1988 estimates in order to absorb this unbudgeted project.

*BACKGROUND:*

The Parks and Recreation Committee on November 22, 1988, agreed with the report of the Director of Culture and Recreation on the issue, but referred the financing to the Finance Committee. Attached is a copy of the report of the Secretary of the Parks and Recreation Committee and the report of the Director of Culture and Recreation.

Attach

# Corporation of the City of Hamilton

## Memorandum

**********

TO: Mr. John Thompson, Secretary
Finance Committee

YOUR FILE:

FROM: Mr. R. C. Prowse, Secretary
Parks and Recreation Committee

OUR FILE:
PHONE: 526-2747

SUBJECT: OVERDRAFT FOR ELECTRICAL IMPROVEMENTS
THE HAMILTON MUSEUM OF STEAM AND TECHNOLOGY

DATE: 1988 November 23

The Parks and Recreation Committee, at its meeting held Tuesday, November 22, 1988, discussed a requested overdraft for electrical improvements to the Hamilton Museum of Steam and Technology.

The Committee was in agreement with the report and recommendation of the Director of Culture and Recreation (see attached). However, the Committee agreed to refer this matter directly to the Finance Committee as per Council policy which requires all overdrafts within existing budget accounts, in excess of $5 000 to be referred to the Finance Committee.

It would be appreciated if you would bring this matter to the attention of the Finance Committee at your earliest convenience.

RCP:mjw

Attachment

c.c. Miss A. Schimmel
Director of Culture and Recreation

9

# FOR ACTION

*REPORT TO:* Mr. R. C. Prowse
Secretary, Parks and Recreation Committee

*FROM:* Miss A. Schimmel
Director of Culture and Recreation

*DATE:* 1988 November 16
*COMM FILE:*
*DEPT FILE:* C&R - Rec

*SUBJECT:* OVERDRAFT FOR ELECTRICAL IMPROVEMENTS
THE HAMILTON MUSEUM OF STEAM AND TECHNOLOGY

*RECOMMENDATION:*

That authorization be given to an overdraft in account 0369-07-34 in the amount of $25,000 to correct problems with inadequate electrical service at The Hamilton Museum of Steam and Technology.

for (Miss) Audell Schimmel, Director
Culture and Recreation Department

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Approved overdraft of $25,000 within the existing 1988 budget estimate of the Department of Culture and Recreation.

*BACKGROUND:*

(a) The present electrical system is not compliant with electrical codes.

(b) Property and Maintenance Department has indicated that the hydro consumption is presently at capacity and is inadequate. The electrical system has shorted out and has been temporarily repaired for safety.

(c) Sufficient funds will be available in the estimated surplus in the Historic Site Division's budget.

MH/bs

4. (c)

# FOR ACTION

REPORT TO: Mr. J.D. Thompson
Secretary, Finance Committee

DATE: November 29, 1988

FROM : Mr. E.C. Matthews
Treasurer

SUBJECT : Transit Fares for Seniors
$25 -- .25¢ Fare Program

Recommendation:

1. That the City of Hamilton participate in the Regional Program for Senior Citizens as outlined in the Bus Pass Subcommittee report (TRA 88-090 Transit Fares for Seniors - A Framework for the Future) adopted as Item 6 of Report 10-88 of the Transportation Services Committee by Regional Council at their meeting September 20, 1988.
2. That the fare stabilization payment equal to the difference between the senior ticket price (.65¢) and the drop or cash fare (.25¢) being .40¢ on the 1988 fare structure be met by the Regional Municipality and added to the transit area rated charge as part of the Regional mill rate for each participating area municipality.

Financial Implications:

The transit area rated charge of the Regional Municipality to the taxpayer of the City of Hamilton could increase by an estimated amount of $320,000 in 1989 being 2,000 additional senior citizen (age 68 and 69) at 400 rides each at .40¢ per ride.

Background:

On September 20, 1988, Regional Council adopted Item 6 of Report 10-88 of the Transportation Services Committee which reads as follows:

"6 Bus Pass Subcommittee (TRA 88-090)

Your Committee Recommends That:

a) The program as outlined in the Bus Pass Subcommittee report be approved and adopted as a Regional Program to be made available for sponsorship by the Area Municipalities for their Senior Citizens; and

b) This report be forwarded to the Area Municipalities for consideration.

Agenda Item 9"

In the subcommittee report "Transit Fares for Seniors - A Framework for the Future" the proposed seniors program is described in detail. In summary the main points are as follows:

Cont'd.../2

1. Those now in receipt of an over 70 annual bus pass at $28.75 under the present City of Hamilton program will continue to do so for life at an annual fee payable to the City as determined annually by the City (1988 Estimated Cost to City $3,594,670). Additional over 70 annual passes will not be issued, thereby effectively phasing out the program over a period of years.

2. The existing monthly bus pass of the H.S.R. (reduced fare $26.50 per month or .65¢ per ticket) will remain in effect for seniors age 65 to 67 inclusive. As the new program is phased in over 3 years (68 and 69) years old in 1989, 66 and 67 years old in 1990, 65 year old in 1991), the existing program will be phased out.

3. The proposed program requires the senior to pay a $25 annual fee plus a .25¢ fare for each ride. Both the annual fee and the drop fare will be revenue of the H.S.R.

4. The City of Hamilton will be billed on a monthly basis for each ride taken by a resident Hamilton senior at the difference between the senior ticket rate (.65¢) and the drop fare (.25¢) or .40¢ per ride.

As Treasurer, I am in agreement with points 1 to 3 above as the phasing out of the City Seniors Program (age 70 and over) will ultimately reduce a direct cost to the City of Hamilton which is included in our mill rate.

Secondly, the phasing out of the H.S.R. existing program of reduced fares for seniors aged 65 to 69 and the introduction of a new program to eventually provide equitable transit service to all seniors aged 65 and over removes any age discriminations currently in effect for seniors.

However, the new H.S.R. Senior $25 -- .25¢ Fare Program will be available to all seniors within the Region, and although available to each municipality, will be administered unilaterally by the Region. Therefore, I am of the opinion that it should be paid for initially by the Region as part of their mill rate and then area rated to the taxpayer of each area municipality based on the usage of the seniors in that municipality.

cc: Alderman D. Christopherson

Mr. L. Sage, C.A.O.
City of Hamilton

Mr. E.A. Simpson, City Clerk
City of Hamilton

Mr. Wm. M. Carson, C.A.O.
Regional Municipality of Hamilton-Wentworth

Mr. G. Lawson, Treasurer & Commissioner of Finance
Regional Municipality of Hamilton-Wentworth

Mr. H.O. Schweinbenz, Commissioner of Transportation
Regional Municipality of Hamilton-Wentworth

FOR ACTION

DEC - 2 1988

4. (d)

*REPORT TO:* Mr. J. D. Thompson
Secretary. Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* REPLACEMENT OF MOBILE EQUIPMENT IN 1989

*RECOMMENDATION:*

That the City Treasurer be authorized to allocate funds from the Reserve for Replacement of Mobile Equipment, Account No. 0280-01, for the replacement of vehicles as summarized below:

| Section | No. of Vehicles | Estimated Amount |
|---|---|---|
| City Garage Pool | 36 | $ 441,600 |
| Fire - Replacement | 7 | 1,211,000 |
| - Additional funding for vehicle 1657 | 1 | 60,000 |
| Parking Authority | 1 | 15,120 |
| Public Works | 94 | 3,406,287 |
| TOTAL | 138 | $5,134,007 |

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)* Roy Hamm

- Funding of this recommendation will reduce the Reserve to a nil balance, however, replenishment in the amount of approximately $2 million will be made throughout 1989 through the current budget accounts.

- Savings in repairs and maintenance will be achieved as a result of upgrading the fleet.

*BACKGROUND:*

I am providing a Status Report of the Reserve for Replacement of Mobile Equipment, Account No. 0280-01, as at December 31, 1988 (estimated), Schedule "A" for acquiring vehicles together with the detailed equipment requirements

As you are aware, the City's fleets are aging and require replacement of the majority of the vehicles which have been fully depreciated (approximately 54%), but the funding problem of this reserve restricted us from replacing the aging vehicles to full capacity. For example, Public Works request for funding was curtailed in the previous years, as follows:

| Year | Amount Requested | Amount Funded |
|---|---|---|
| 1984 | $1,746,287 | $ 823,755 |
| 1985 | 2,568,070 | 899,833 |
| 1986 | 3,395,526 | 1,190,000 |
| 1987 | 4,482,095 | 1,300,000 |
| 1988 | 3,477,600 | 2,789,800 |

You may also note in Schedule "A" column 12, that the overall reserve is only at the 50% level of the original cost. In addition, replacement cost is in many cases, several times higher than the original cost.

The Pannell Kerr MacGillivray Comprehensive Audit Report on Vehicular Fleet Management dated December 1987 pointed out that the fleet is aging and suggested considering leasing as an alternative; I am still exploring this possibility and all of its ramifications and will report to the Committee at a later date.

Under the present circumstances, however, I am recommending 138 vehicles be replaced at an estimated cost of $5,074,007 along with additional funding of $60,000 for Fire Department vehicle 1657.

The funding problem of this reserve and other alternatives for replenishing will be addressed separately along with other reserves in our annual report on the status of reserve to the Finance Committee and Council in June 1989.

Attach

c.c. Mr. J. G. Pavelka, P.Eng., Director of Public Works
Mr. L. G. Saltmarsh, Fire Chief

TREASURY
RESERVE FOR DEPRECIATION OF MOBILE EQUIPMENT
0280-01
PROJECTED TO DEC 31, 1988

SCHEDULE "A"

| DEPARTMENT (1) | BALANCE JAN. 1/88 (2) | PROVISION (3) | SALE OF EQUIPMENT (4) | 1988 PURCHASES (5) | PURCHASE COMMITMENTS (6) | ESTIMATED INTEREST (7) | RESERVE FOR DEPRECIATION BALANCE (3+4+5-6-7+8) (8) | ACCUMULATED LIFE DEPRECIATION (9) | RESERVE OVER OR (SHORT) ACCUMULATED DEPRECIATION (8-9) (10) | RESERVE AS A % OF ACCUMULATED LIFE DEPRECIATION (8/9) (11) | AMOUNT REQUIRED TO PROVIDE MINIMUM BALANCE BY DEPARTMENT | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | 60% (12) | 65% (13) | 70% (14) | 75% (15) |
| Legislative | 8,763 | 10,432 | | | | 2,496 | 21,691 | 20,566 | 1,125 | 105% | 0 | 0 | 0 | 0 |
| Garage Pool | 480,911 | 171,422 | 11,822 | 262,339 | 0 | 52,252 | 454,068 | 759,774 | (305,706) | 60% | 1,796 | 39,785 | 77,774 | 115,763 |
| Fire | 1,646,351 | 189,618 | | 271,176 | 580,727 | 127,969 | 1,112,035 | 1,314,758 | (202,723) | 85% | 0 | 0 | 0 | 0 |
| Parking Authority | 35,328 | 12,048 | | | 15,204 | 4,184 | 36,356 | 51,524 | (15,168) | 71% | 0 | 0 | 0 | 2,287 |
| Central Services Garage Pool | | | | | | | | | | | | | | |
| - Central Service | 101,369 | 17,894 | | | | 15,509 | 134,772 | 102,021 | 32,751 | 132% | 0 | 0 | 0 | 0 |
| - Recreation | 60,707 | 26,319 | | | | 11,321 | 98,377 | 92,631 | 5,746 | 106% | 0 | 0 | 0 | 0 |
| - Public Works | 3,826,225 | 1,227,060 | 15,515 | 2,052,610 | 465,777 | 331,657 | 2,882,071 | 6,990,746 | (4,108,675) | 41% | 1,312,376 | 1,661,914 | 2,011,451 | 2,360,988 |
| - Cemetery | 139,146 | 24,432 | | | | 21,272 | 184,850 | 168,475 | 16,375 | 110% | 0 | 0 | 0 | 0 |
| - Traffic | 283,585 | 46,892 | | 52,686 | 220,000 | 7,515 | 65,306 | 401,451 | (336,145) | 16% | 175,565 | 195,637 | 215,710 | 235,782 |
| | 6,582,385 | 1,726,147 | 27,337 | 2,638,811 | 1,281,708 | 574,175 | 4,989,525 | 9,901,946 | (4,912,421) | 50% | 1,489,737 | 1,897,336 | 2,304,934 | 2,714,820 |

City of Hamilton
Treasury
City Garage
Prioritized List of Vehicles for Trade-in in 1989

| Vehicle Number | No. of Vehicles | Year | Make and Model | | Cost | Estimated Replacement Cost | Requisition Number | Cost |
|---|---|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | | (5) | (6) | (7) | (8) |
| **Scenario 1** | | | | | | | | |
| 1315 | | 1982 | Pont. Acadian | | $5,969 | $14,600 | | |
| 1330 | | 1981 | Chev. Chevette | | $5,628 | $14,600 | | |
| 1331 | | 1982 | Chev. Chevette | | $5,969 | $14,600 | | |
| 1334 | | 1982 | Pont. Acadian | | $5,969 | $14,600 | | |
| 1360 | | 1982 | Chev. Chevette | | $5,857 | $10,300 | | |
| 1377 | | 1981 | Dodge Van | | $8,122 | $16,200 | | |
| 1380 | | 1981 | Pont. Acadian | | $5,593 | $14,600 | | |
| 1382 | | 1981 | Chev. Van | | $8,410 | $15,200 | | |
| 1384 | | 1981 | Chev. Chevette | | $5,628 | $14,600 | | |
| 1398 | | 1987 | Chrysler 5th Ave | * | $19,072 | $25,000 | | |
| 1391 | | 1983 | Chev. Chevette | | $6,330 | $10,300 | | |
| 1394 | | 1983 | Chev. Citation | | $8,972 | $14,600 | | |
| 1404 | | 1981 | Dodge Van | | $8,122 | $15,200 | | |
| 1416 | | 1982 | Chev. Chevette | | $5,857 | $10,300 | | |
| 1417 | | 1982 | Pont. Acadian | | $6,092 | $10,300 | | |
| 1428 | | 1983 | Chev. Chevette | | $6,543 | $10,300 | | |
| 1440 | | 1982 | Chev. Chevette | | $5,857 | $10,300 | | |
| | | | | | | | | $0 |
| 16 | | Total | Scenario 1 | | $123,989 | $235,600 | | |
| **Scenario 2** | | | | | | | | |
| 1321 | | 1982 | Chev. Chevette | | $5,969 | $10,300 | | |
| 1329 | | 1982 | Pontiac Acadian | | $5,969 | $10,300 | | |
| 1333 | | 1982 | Pontiac Acadian | | $5,969 | $10,300 | | |
| 1337 | | 1982 | Pontiac Acadian | | $6,092 | $10,300 | | |
| 1338 | | 1981 | Chev. Chevette | | $5,607 | $10,300 | | |
| 1356 | | 1982 | Pontiac Acadian | | $6,092 | $10,300 | | |
| 1393 | | 1983 | Pontiac Acadian | | $6,685 | $10,300 | | |
| 1396 | | 1983 | Chev. Chevette | | $8,972 | $10,300 | | |
| 1407 | | 1982 | Chev. Chevette | | $5,969 | $10,300 | | |
| 1408 | | 1982 | Chev. Chevette | | $5,857 | $10,300 | | |
| | | | | | | | | $0 |
| 10 | | Total | Scenario 2 | | $63,181 | $103,000 | | |

City of Hamilton
Treasury
City Garage
Prioritized List of Vehicles for Trade-in in 1989

| Vehicle Number | No. of Vehicles | Year | Make and Model | Cost | Estimated Replacement Cost | Requisition Number | Cost |
|---|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| Scenario 3 | | | | | | | |
| 1325 | | 1984 | Pontiac Acadian | $6,225 | $10,300 | | |
| 1366 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1376 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1386 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1387 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1389 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1392 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 1397 | | 1983 | Chev. Chevette | $6,368 | $10,300 | | |
| 1420 | | 1982 | Chev. Chevette | $5,969 | $10,300 | | |
| 1427 | | 1983 | Chev. Chevette | $6,330 | $10,300 | | |
| 10 | | Total | Scenario 3 | $62,873 | $103,000 | | $0 |
| 36 | | Grand Total | | $250,043 | $441,600 | | $0 |

* The depreciated cost to October 31, 1988 for vehicle number 1398 was $12,714.94

City of Hamilton
Treasury
Fire Department
Vehicle Replacement - 1989

| Unit No. | Year | Make and Model | Original Cost | Estimated Replacement Cost | Requisition Number | Cost |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| Scenario 1 | | | | | | |
| 1649 | 1971 | Foam Unit | $47,507.89 | $300,000.00 | | |
| 1665 | 1981 | G.M.C Suburban | $10,874.00 | $22,000.00 | | |
| 1674 | 1983 | Full Size Sedan | $10,206.38 | $17,000.00 | | |
| 1668 | 1982 | Compact Sedan | $6,369.75 | $11,000.00 | | |
| 1669 | 1982 | Compact Sedan | $6,369.75 | $11,000.00 | | |
| 5 | Total | Scenario 1 | $81,327.77 | $361,000.00 | | $0.00 |
| Scenario 2 | | | | | | |
| 1634 | 1974 | Pumper | $51,966.00 | $300,000.00 | | |
| 1635 | 1974 | Aerial Ladder | $75,196.00 | $550,000.00 | | |
| 2 | Total | Scenario 2 | $127,162.00 | $850,000.00 | | $0.00 |
| 7 | Grand | Total | $208,489.77 | $1,211,000.00 | | $0.00 |

City of Hamilton
Department of Public Works
Parking Authority
Suggested List of Vehicles to be traded-in for 1989

| Unit No. | Year | Make and Model | Original Cost | Estimated Replacement Cost | Req. Number | Cost |
|---|---|---|---|---|---|---|
| 1107 | 1984 | Ford 350A Tractor | $21,133.00 | $15,120.00 | | |
| | | | $21,133.00 | $15,120.00 | | $0.00 |

City of Hamilton
Department of Public Works
Central Garage Division
Suggested List of Vehicles to be traded-in for 1989

| Unit No. | Year | Make and Model | Original Cost | Estimated Replacement Cost | Req. Number | Cost |
|---|---|---|---|---|---|---|
| Scenario 1 | | | | | | |
| 9056 | 1985 | Piaggio | $2,140.00 | $5,500.00 | | |
| 9452 | 1982 | Cushman Truckster | $11,576.00 | $12,400.00 | | |
| 9470 | 1980 | Cushman Truckster | $16,368.00 | $12,400.00 | | |
| 9476 | 1961 | Toro Parksmaster | $2,951.00 | $65,000.00 | | |
| 9480 | 1978 | Int. Trac. & Plow | $11,178.00 | $5,500.00 | | |
| 9482 | 1967 | Jacobson Dumpster | $3,959.00 | $5,500.00 | | |
| 9483 | 1967 | Jacobson Dumpster | $3,106.00 | $5,500.00 | | |
| 9484 | 1968 | Jacobson Dumpster | $4,031.00 | $5,500.00 | | |
| 9486 | 1971 | Jacobson Dumpster | $6,493.00 | $16,000.00 | | |
| 9489 | 1973 | Toro Parkmaster | $11,156.00 | $65,000.00 | | |
| 9490 | 1973 | Jacobson Dumpster | $5,473.00 | $5,500.00 | | |
| 9492 | 1974 | Ford Tractor & L/D | $11,209.00 | $24,500.00 | | |
| 9496 | 1976 | Jacobson Dumpster | $10,065.00 | $5,500.00 | | |
| 9506 | 1984 | Massey Ferg. Tract. | $13,209.00 | $24,500.00 | | |
| 9641 | 1981 | Polaris Snowmobile | $2,766.00 | $3,800.00 | | |
| 9809 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9810 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9812 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9813 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9814 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9815 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 9816 | 1985 | Piaggio Vespacar | $2,140.00 | $5,500.00 | | |
| 22 | | Total Scenario 1 | $130,660.00 | $300,600.00 | | $0.00 |

City of Hamilton
Department of Public Works
Central Garage Division
Suggested List of Vehicles to be traded-in for 1989

| Unit No. | Year | Make and Model | Original Cost | Estimated Replacement Cost | Req. Number | Cost |
|---|---|---|---|---|---|---|
| Scenario 2 | | | | | | |
| 9822 | | Two Triplex Mowers @13,000 each | | $26,000.00 | | |
| 9823 | | Three Triplex Mowers @13,000 each | | $39,000.00 | | |
| 9845 | | Three Triplex Mowers @13,000 each | | $39,000.00 | | |
| 9850 | | Two Triplex Mowers @13,000 each | | $26,000.00 | | |
| 9860 | | Three Triplex Mowers @13,000 each | | $39,000.00 | | |
| 9920 | | Four Triplex Mowers @13,000 each | | $52,000.00 | | |
| 9921 | | Eight Lilliston Mowers @5,500 each | | $44,000.00 | | |
| 9921 | | Three Woods C-80 Mowers @5,500 each | | $16,500.00 | | |
| 9852 | | Thirteen Jacobson Greens Mowers @4,500 each | | $58,500.00 | | |
| 9855 | | 1 Ryan Green Aire | | $10,500.00 | | |
| 9917 | | 1 Concrete Saw H/D | | $13,500.00 | | |
| 9935 | | Three Greens Master @18,000 each | | $54,000.00 | | |
| 9983 | | 1 Harley Golf Cart | | $4,500.00 | | |
| | | 43 Hand Powered Mowers @486 each | | $20,898.00 | | |
| | | 49 Weedtrimmers @459 each | | $22,644.00 | | |
| 15 | | Subtotal | $0.00 | $466,042.00 | | $0.00 |
| 37 | | Total Scenario 2 | $130,660.00 | $766,642.00 | | $0.00 |

City of Hamilton
Department of Public Works
Central Garage Division
Suggested List of Vehicles to be traded-in for 1989

| Unit No. | Year | Make and Model | Original Cost | Estimated Replacement Cost | Req. Number | Cost |
|---|---|---|---|---|---|---|
| Scenario 3 | | | | | | |
| 1209 | 1975 | Zamboni Ice Resurfacer | $13,910.00 | $36,400.00 | | |
| 1211 | 1978 | Ford Tractor | $13,115.44 | $36,400.00 | | |
| 9103 | 1983 | Int. Packer | $70,021.00 | $95,000.00 | | |
| 9017 | 1980 | GMC P/Up | $8,041.10 | $18,000.00 | | |
| 9019 | 1981 | Chevrolet P/Up | $8,944.17 | $18,000.00 | | |
| 9022 | 1980 | GMC P/Up | $8,051.60 | $18,000.00 | | |
| 9024 | 1981 | GMC 1 T P/Up | $8,970.34 | $18,000.00 | | |
| 9026 | 1980 | GMC P/Up | $8,069.80 | $18,000.00 | | |
| 9040 | 1981 | Ford Stake | $19,984.00 | $54,000.00 | | |
| 9044 | 1981 | GMC Window Van | $9,653.77 | $18,000.00 | | |
| 9045 | 1980 | Ford Stake Dump | $9,575.84 | $24,000.00 | | |
| 9046 | 1976 | Ford Stake Dump | $7,329.50 | $24,000.00 | | |
| 9050 | 1976 | Ford Trac. Loader | $19,010.00 | $37,000.00 | | |
| 9051 | 1980 | Case Trac/Load/Backhoe | $25,750.00 | $37,000.00 | | |
| 9071 | 1978 | Ford Platform Stake 1 | $6,751.28 | $24,000.00 | | |
| 9078 | 1980 | Ford P/Up | $7,371.27 | $18,000.00 | | |
| 9080 | 1981 | Dodge P/Up | $7,885.50 | $18,000.00 | | |
| 9083 | 1980 | Blastex H2000 | $7,658.04 | $10,000.00 | | |
| 9102 | 1980 | Ford Packer | $43,081.42 | $95,000.00 | | |
| 9104 | 1981 | Ford Packer | $45,080.28 | $83,000.00 | | |
| 9110 | 1979 | Int. Packer | $24,048.25 | $79,000.00 | | |
| 9124 | 1983 | Ford Packer | $40,626.12 | $79,000.00 | | |
| 9132 | 1983 | Ford Packer | $40,626.12 | $83,000.00 | | |
| 9133 | 1979 | Int. Packer | $22,233.23 | $83,000.00 | | |
| 9135 | 1982 | Int. Packer | $77,753.00 | $95,000.00 | | |
| 9136 | 1982 | Int. Packer | $77,753.00 | $95,000.00 | | |
| 9137 | 1982 | Int. Packer | $77,875.80 | $95,000.00 | | |
| 9144 | 1979 | Int. Packer | $33,250.91 | $83,000.00 | | |
| 9145 | 1979 | Int. Packer | $33,438.91 | $79,000.00 | | |
| 9205 | 1979 | Int. Stake Dump | $13,286.49 | $56,000.00 | | |
| 9212 | 1980 | Int. Dump | $16,157.00 | $56,000.00 | | |
| 9227 | 1975 | Int. Dump | $26,715.00 | $56,000.00 | | |
| 9230 | 1973 | Int. Dump | $7,474.00 | $25,000.00 | | |
| 9235 | 1977 | Int. Dump | $27,860.29 | $56,000.00 | | |
| 9267 | 1977 | Int. Dump | $11,064.24 | $44,000.00 | | |
| 9268 | 1977 | Int. Dump | $11,096.14 | $25,000.00 | | |
| 9273 | 1979 | Int. Stake Dump | $13,175.44 | $45,000.00 | | |
| 9309 | 1980 | Ford 3/4 T P/Up | $7,374.77 | $18,000.00 | | |
| 9310 | 1980 | Dodge P/Up | $7,345.36 | $18,480.00 | | |

City of Hamilton
Department of Public Works
Central Garage Division
Suggested List of Vehicles to be traded-in for 1989

| Unit No. | Year | Make and Model | | Original Cost | Estimated Replacement Cost | Req. Number | Cost |
|---|---|---|---|---|---|---|---|
| 9314 | 1980 | Ford 3/4 T P/Up | | $7,374.77 | $18,000.00 | | |
| 9317 | 1982 | Ford Van | | $12,410.93 | $18,000.00 | | |
| 9318 | 1982 | Ford Van | | $12,418.93 | $18,000.00 | | |
| 9347 | 1980 | Ford Van | | $7,495.53 | $18,000.00 | | |
| 9402 | 1982 | Ford Loader | | $66,741.25 | $85,000.00 | | |
| 9456 | 1979 | Int. Mixer | | | $30,000.00 | | |
| 9475 | 1988 | Jacobson Tract. | | $9,331.82 | $16,000.00 | | |
| 9477 | 1977 | Mass. Ferg. Turf Trac | | $7,437.00 | $16,000.00 | | |
| 9532 | 1979 | Clark Trac/Loader | | $55,277.75 | $60,895.00 | | |
| 9563 | 1982 | Canaueque Sweeper | | $79,000.00 | $126,000.00 | | |
| 9608 | 1975 | Int. Snowplow Dump | | $15,654.73 | $77,970.00 | | |
| 9620 | 1972 | Asplunak Chipper | | $6,095.00 | $25,300.00 | | |
| 9621 | 1981 | Ford High Ranger | | $45,078.28 | $124,000.00 | | |
| 9626 | 1979 | Asplunak Chipper | | $11,984.00 | $25,300.00 | | |
| 9629 | 1977 | Vermeer Stumper | | $11,416.90 | $25,500.00 | | |
| 9690 | 1958 | Tandem Roller | | $8,960.00 | $55,000.00 | | |
| 9803 | 1979 | Joy Compressor | | $7,955.28 | $15,200.00 | | |
| 9805 | 1978 | Joy Compressor | | $5,635.12 | $15,200.00 | | |
| 57 | | | Subtotal | $1,287,675.71 | $2,639,645.00 | | $0.00 |
| 94 | | Total | Scenario 3 | $1,418,335.71 | $3,406,287.00 | | $0.00 |

# FOR ACTION

4. (E)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasury

DATE: 1988 September 30
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* HMRF 1987 ACTUARIAL REPORT

*RECOMMENDATION:*

That the Actuarial Report dated August 22, 1988 prepared by the City of Hamilton's Actuaries, The Wyatt Company, indicating a fully funded position of The Hamilton Municipal Retirement Fund (HMRF) as at December 31, 1987 be accepted with the approval of the following recommendations as stated on page 4 of the report:

a) that the City maintain the contribution rate of 5.75% of pensionable earnings until the next actuarial valuation of the Plan is conducted, and;

b) that actuarial valuations continue to be conducted annually so that fluctuations in contributions requirements can be minimized.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

I enclose, for your information, a summary of The Wyatt Company's Actuarial Report for 1987 which indicates that the pension fund is in a totally funded position as at December 31, 1987.

Attach.

# SECTION I

## THE HAMILTON MUNICIPAL RETIREMENT FUND

## Discussion of the Valuation Results

### Summary

A brief summary of the principal results of the current and previous valuations is set forth below. A more detailed presentation is set out in Section II of this report.

| A. Summary of Valuation Data as of December 31 | 1987 | 1986 |
|---|---|---|
| 1. Number of Members | | |
| (a) Active | 153 | 169 |
| (b) Pensioners | 519 | 547 |
| (c) Deferred Pensioners | 13 | 16 |
| (d) Total | 685 | 709 |
| 2. Annual Payroll | $ 6,900,900 | $ 6,961,086 |
| B. Funded Status as of December 31 | | |
| 1. Valuation Assets | $78,499,200 | $73,308,700 |
| 2. Accrued Liabilities | $76,530,000 | $71,341,800 |
| 3. Surplus (Deficiency) | $ 1,969,200 | $ 1,966,900 |

### Funded Status

The results of the actuarial valuation are set forth in Section II of this report. Section II reveals the funding position of the Fire and Others groups as at December 31, 1987 as determined using the actuarial assumptions and valuation methods detailed in Section V. Summaries are shown below.

| | Fire | Others | Total |
|---|---|---|---|
| Valuation Assets | $57,236,800 | $21,262,400 | $78,499,200 |
| Accrued Liabilities | 55,762,500 | 20,767,500 | 76,530,000 |
| Surplus (Deficiency) | $ 1,474,300 | $ 494,900 | $ 1,969,200 |

The following factors have contributed to the development of the $1,969,200 total surplus position as at December 31, 1987.

| | Totals |
|---|---|
| Surplus (Deficit) - December 31, 1986 | $ 1,966,900 |
| Valuation Asset Growth Greater Than Assumed | 4,000,000 |
| Salary Growth Greater Than Assumed | (1,500,000) |
| Pensioner Benefit Updates | (1,540,000) |
| Other * | (957,700) |
| Surplus (Deficit) - December 31, 1987 | $ 1,969,200 |

* Includes (i) deaths, disabilities, terminations of employment and retirement ages different than anticipated by the actuarial assumptions and (ii) data corrections.

Changes in Covered Population

Prior to January 1, 1985 plan membership included employees of the Regional Municipality of Hamilton-Wentworth. Effective January 1, 1985 the plan assets and administration were split between the City and the Region with Regional assets and liabilities transferred to the Hamilton Wentworth Retirement Fund.

Effective January 1, 1985 all active City Other participants, excluding Department Head and Deputies, were transferred to OMERS. Effective January 1, 1986, seven Department Heads and Deputies were transferred out of HMRF to OMERS.

OMERS Transfer

As of the date of this valuation the actual amount of assets required to be transferred to OMERS in respect of former City Others HMRF members, including Department Heads and Deputies, has not been finalized. As a result, an estimate of the amount of such required monies has been used in this valuation to establish HMRF asset values. The surplus in the Plan as at December 31, 1987 will be directly affected by the amount of difference between the actual and estimated OMERS transfer value.

Plan Amendments

Effective July 1, 1987 the yearly amounts of pension being paid to pensioners were increased by 4.2%. This increase was based upon the formula adopted for OMERS pensioner increases effective July 1, 1987.

## Actuarial Assumptions and Valuation Methods

The actuarial assumptions and valuation methods adopted for the current valuation are listed in Section V. The actuarial assumptions adopted and valuation methods employed are identical to those used in determining the City's funded status as at December 31, 1986.

## Recommendations

Our recommendations are as follows:

(1) The City has established contribution requirements in respect of members as 5.75% of pensionable earnings. We recommend that the City maintain this contribution rate until the next actuarial valuation of the Plan is conducted.

(2) We recommend that actuarial valuations continue to be conducted annually so that fluctuations in contributions requirements can be minimized.

For purposes of this valuation we are of the opinion that the data used in this valuation is consistent with that employed in the previous actuarial valuation of the Plan as at December 31, 1986, the actuarial assumptions employed are both adequate and appropriate and the actuarial method used is consistent with sound actuarial principles.

The preparation of this report and the opinions contained within are in accordance with generally accepted actuarial principles.

4. (A)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1988 December 1
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* H.M.R.F. SURPLUS DISPOSITION

*RECOMMENDATION:*

a) That upon termination or wind-up of the Hamilton Municipal Retirement Fund (H.M.R.F.), the Plan, to take place about the year 2050, any surplus shall revert to the Corporation of the City of Hamilton (Corporation) after satisfaction of all liabilities of the Plan, for disposition as the Corporation shall direct and applicable legislation may allow, and,

b) That the H.M.R.F. By-Law No. 79-70 be amended to include the above recommendation.

E. C. Matthews

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Any H.M.R.F. surplus would revert to the Corporation for any purpose that the Corporation may direct.

*BACKGROUND:*

I enclose a letter dated October 31, 1988 from our actuaries, The Wyatt Company, in which they describe changes required to H.M.R.F. as a result of the enactment of the new Pension Benefits Act ( the "Act") in the legislature of the Province of Ontario. Wyatt comment on the following sections which will require some adjustment: Vesting and Locking-In; 50% Rule; Interest; Pre-Retirement Death Benefits; Portability; Marriage Breakdown; Employee Contributions; Spouse; Surplus Reversion; Payment of Expenses; and Inflation Protection.

The Plan must be amended and restated before January 1, 1990 but any amendments regarding surplus reversion must be filed before January 1, 1989, thus prompting the preparation of this report and recommendation for the Finance Committee and the new Council for consideration in December 1988.

If there is no change to the Plan before January 1, 1989, any surplus will revert automatically to members and former members as of the date of the wind-up of the Plan expected to take place about the year 2050. The proposed recommendation allows City Council the option to determine the disposition of any H.M.R.F. surplus remaining at the wind-up of the Plan.

BACKGROUND - continued

In my opinion, Council should be provided with the proposed option for future action for the following reasons:

1. In the 1970's the Corporation contributed $9,400,000 in addition to its regular contributions with the employees. In other words, the present actuarial surplus as of December 31, 1987, amounting to $1,900,000, would be represented by a substantial deficit without these extra contributions. Accordingly, any excess should be returned to the Corporation for determination as it sees fit to make at dissolution of the Plan.

2. If there is an eventual deficit which could still happen in the event of a long and sustained period in the future where salary and wage percentage increases were greater than H.M.R.F. investment earnings, who would be expected to pick up the shortfall? There would be no legal or even moral reason why the members or former members would be expected to assume this obligation. The Corporation or the taxpayers of this city would have to assume this burden.

3. The most cogent reason for at least deferring the disposition of any surplus to the judgement of some future Council is to allow some time to determine what the resulting legal quagmire may be to make an equitable distribution to members and former members. Each person would have to be fairly dealt with regardless of whether he or she is living of dead. As stated by Wyatt in their attached letter, on Page 5, third paragraph, "The exact distribution will have to be determined by a court, but the court could order that surplus be divided among the estates of every former member of the Plan". In this type of arrangement only the legal profession would gain, the Corporation and the city taxpayers would lose totally, and any monetary distribution accruing to members and former members would be seriously eroded.

Att'd

c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. K. A. Rouff, City Solicitor
Mr. Gerry Lawson, Treasurer and Commissioner of Finance, Region
Mr. Vincent Oakie, Actuary, The Wyatt Company

THE Wyatt COMPANY

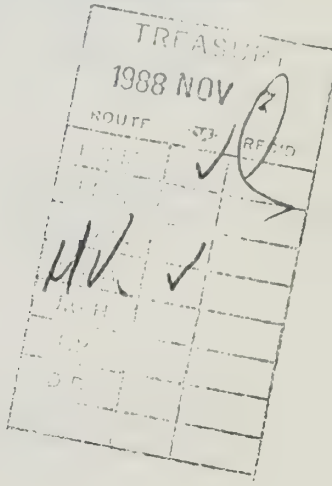
PENSION PLANS
EMPLOYEE BENEFITS
ADMINISTRATIVE SYSTEMS
INTERNATIONAL BENEFITS
RISK MANAGEMENT
COMPENSATION PROGRAMS
EMPLOYEE COMMUNICATIONS

ACTUARIES & CONSULTANTS

150 YORK STREET
SUITE 1700
TORONTO, ONTARIO M5H 3S5

(416) 862-0393

HALIFAX MONTREAL
OTTAWA TORONTO
CALGARY VANCOUVER
AND
PRINCIPAL CITIES
AROUND THE WORLD




October 31, 1988

Mr. E.C. Mathews
Treasurer & Commissioner of Finance
The Corporation of the City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Ed:

Re: Pension Reform

On January 1, 1988, Ontario's new Pension Benefits Act (the "Act") came into force. Since that date, all pension plans registered in Ontario have been required to be administered in accordance with this new Act, whether or not the plan documents have been amended. Most provisions of the Act are effective January 1, 1988, however some sections were made retroactive and some were made prospective. Provisions regarding the moratorium on surplus withdrawals, the expanded notice provisions and the prescribed method of calculating C.P.P. offsets were made effective January 1, 1987. The "rule of 55" on plan wind-up was made effective April 1, 1987. Any amendments regarding the use of surplus must be filed before January 1, 1989, and the plan must be amended and restated before January 1, 1990.

The changes in the new Act greatly affect the administration of pension plans. The following points outline the minimum requirements which you need to incorporate into HMRF.

Vesting and Locking-In

Act: Pension accruals earned after December 31, 1986 are vested and locked-in after two years of plan membership.

Action: Since employees are vested after 10 years of service under the current provisions of the Plan, the plan could provide that benefits accrued before January 1, 1987 be vested and locked-in after 10 years of service, or, the current locking-in provisions, after the employee has attained age 45 and 10 years of service, could be retained. The Act's minimum provisions for post-1986 benefits must be complied with.

50% Rule

Act: Employee contributions made on or after January 1, 1987, and the interest earned thereon, shall not be used to provide greater than 50% of the commuted value of the pension earned in respect of post-1986 service. Any excess employee contributions must be refunded at termination of employment.

Action: For any termination of employment (i.e. retirement, death or voluntary termination) on or after January 1, 1988, you will need to determine the value of the pension earned with respect to post-1986 credited service. The value will then be compared with the amount of employee contributions, and interest earned thereon, remitted since January 1, 1987. Where such accumulated employee contributions exceed 50% of post-1986 benefit accrual, such excess employee contributions would be returned to the members, or, in the case of the death of the member, to the member's surviving spouse or beneficiary.

Interest

Act: (1) Interest credits on or after January 1, 1988 must be tied to one of the following two methods:

(i) rate of return reasonably attributed to the HMRF fund, or

(ii) the rate of interest as tied to 5 year fixed term deposit rates (Bank of Canada CANISM B14045).

The plan must clearly state which method is to be used.

(2) Commencing January 1, 1988 interest must be credited to the employee contributions starting with the first of the month following the month of contribution.

(3) The regulations also contain provisions regarding the payment of interest after termination of employment.

Action: With respect to your administrative records, the following must be accomplished:

(1) You must be able to identify employee contributions made on or after January 1, 1987 and interest earned on such contributions to the date of termination of employment.

(2) For purposes of crediting interest from the month of employee contribution, you may assume that all contributions during a particular period are remitted on a uniform basis and thus some approximation can be made with respect to such interest credits.

(3) Appropriate interest must be credited to all contributions after January 1, 1988, amd must be paid after termination of employment until the date the benefit is paid.

Pre-Retirement Death Benefits

Act: The minimum death benefit which must be paid to the surviving spouse, (or to the member's beneficiary or estate if no surviving spouse), is the commuted value of the member's pension accrued after December 31, 1986.

Action: On pre-retirement death, as a minimum, the following must be performed:

(i) No Surviving Spouse - Where there is no surviving Spouse, or the member and his Spouse have signed waivers, the member's beneficiary or estate will be entitled to:

(1) a return of employee contributions remitted prior to January 1, 1987 with interest thereon; plus

(2) the commuted value of the member's pension earned after December 31, 1986, subject to the 50% rule.

(ii) Surviving Spouse - The surviving spouse will receive a benefit which will be the greater of:

(a) 50% of the member's pension accrued to date of death, if the current eligibility requirements are met; or

(b) an annual pension which is the actuarial equivalent of Ontario's minimum death benefit provisions. Ontario's minimum death benefit provisions are the sum of:

(1) member contributions, with interest, remitted prior to January 1, 1987 with interest thereon; plus

(2) the commuted value of the member's accrued pension to date of death, in respect of credited service after December 31, 1986, paid as either a pension or a lump sum cash payment, and subject to the 50% rule.

Post-Retirement Death Benefit

Act: Upon the death of a member who begins to receive his pension after December 31, 1987, his surviving Spouse shall receive at least 60% of the pension the member was receiving at his date of death. The cost of this benefit may be passed on to the member through an actuarial reduction of his pension. This 60% spousal pension may be waived, provided the member and his Spouse file a written waiver prior to the member's retirement.

Action: The current 50% surviving spouse pension must be changed to 60%, and appropriate actuarial factors developed to calculate it.

Portability

Act: Members who terminate employment and who, as of the date of termination of employment, are not entitled to an immediate pension (i.e. early retirement pension) must be given the option of transferring the value of their vested pension out of the Plan. The transfer may be made to either a locked-in RRSP (a locked-in RRSP in respect of all member pension accruals which are locked-in according to PBA changes - i.e. 2 years in respect of service after December 31, 1986 and age 45 plus 10 years of service with respect to all service up to January 1, 1987), to another pension plan if that pension plan permits, or to purchase an immediate of deferred annuity.

Action: The plan must be amended to provide for the portability options.

Marriage Breakdown

Act: In conjunction with the Family Law Act of Ontario, pension benefits are considered to be family assets, and may now be divided between spouses upon dissolution of common-law relationship in accordance with an appropriate agreement or contract, or upon marriage breakdown in accordance with an appropriate agreement or court order.

Action: The Plan must allow credit splitting, in accordance with the Act.

Employee Contributions

Act: Employee contributions must now be deposited more frequently, usually monthly, in accordance with a schedule established in the regulations.

Action: The Plan must be amended to provide that employer contributions will be made in accordance with the Act.

Spouse

Act: The Spouse of a member, for purposes of survivor benefits, is the legal spouse of the member, or the common-law spouse, who is the person of the opposite sex with whom the member has been living for three years or has been living in a relationship of some permanence where there is a child of the relationship.

Action: The plan must be amended to include this new definition of spouse.

Surplus Reversion

Act: If a plan is silent after January 1, 1989 regarding the distribution of surplus, the provisions of the Act will govern. If the plan is silent regarding the withdrawal of surplus while the plan is ongoing, it will be construed to prohibit such withdrawal. If the plan is silent regarding surplus reversion on plan termination or wind-up, the surplus will be divided among members and former members as of the date of the wind-up. The exact distribution will have to be determined by a court, but the court could order that surplus be divided among the estates of every former member of the plan.

Action: We would recommend that an amendment such as the following be filed with the Pension Commission of Ontario on or before December 31, 1988:

> Upon termination of the Plan, the surplus will revert to the Corporation after satisfaction of all liabilities of the Plan.

Payment of Expenses

Act: A pension plan must clearly state that the plan sponsor has the authority to pay expenses of the plan from the pension fund.

Action: Add a section to the plan specifically allowing the Corporation to pay plan expenses from the fund. This provision, together with the Section allowing use of surplus as provided above, will make it very clear that the Corporation retains this right.

Inflation Protection

Act: The Act provides that there will be some form of mandatory indexing, but the formula has not yet been legislated.

Action: The Plan should include a provision that pensions will be indexed using the current formula or, if greater, the formula required by the Act.

As you are aware, your plan must be amended by the end of 1989 to comply with the Act. The Pension Commission is requiring that these amendments are submitted by means of a plan restatement. However, as previously stated, the provisions regarding use of surplus must be submitted before January 1, 1989, so this may be done by means of an amendment. We will be please to answer any questions and offer any assistance you may need. Please do not hesitate to contact me.

Yours truly,

THE WYATT COMPANY

V. J. Oakie

Vincent J. Oakie
Actuary

Janet G. Downing

Janet G. Downing
Consultant

JGD:ec

THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Department of Finance
110 King Street West, 3rd floor
Hamilton, Ontario
Fax # (416) 577-6012

Mailing Address:
P.O. Box 910, Hamilton, Ontario
L8N 3V9

TREASURY
1988 NOV
BOARD
E.C.M.
I.P.H.
T.W.O.
N.
J.G.H.
T.B.
D.D.
Refer to File No.
Attention of
Your File No.

December 14, 1988
Finance #FIN 88

Councillor A. Sloat, Chairman
and Members of the Finance and Personnel Committee

SUBJECT: ONTARIO PENSION BENEFITS ACT REQUIREMENTS

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Origin

As a result of the new Ontario Pension Benefits Act (1987) changes are required to be made to the Plan provisions to comply with the new rules.

Analysis

The Plans must be amended and restated before January 1, 1990 and specific amendments must be filed with the Ontario Pension Commission before January 1, 1989.

To meet these required changes the HWRF Fund Actuaries, The Wyatt Company, advised Regional Finance staff and the City Treasurer and identified current plan applications and the requirements of new rules. The letter, dated October 31, 1988, from the Wyatt Company is attached. The required plan amendments are as follows:

HWRF

| Provision | Current Application | Amendment Application (New Rules) |
|---|---|---|
| Vesting and locking-in | 45 years and 10 years service for membership vesting and locking-in | Vesting and locking-in after 2 years' membership. |
| 50% Cost Rule | Both employees and employer contribute to the Plan. | Employee contribution calculated at death, termination or retirement must not be greater than 50% of commuted value of the vested benefit accrued after December 31, 1986.. |
| Payment of Expenses | Not addressed | Expenses to be charged to Fund. |
| Portability | No transfers of employee pension credits or funds are available outside certain segments of the public sector. | Terminated employee may transfer the vested value of their pension to:<br>a) a new employer plan<br>b) a registered retirement savings plan<br>c) an annuity |
| Contributions | Contributions to be made annually. | Must be credited on a more frequent basis, monthly. |

| Provision | Current Application | Amendment Application (New Rules) |
|---|---|---|
| Pre-Retirement Death Benefit | Employee contributions plus interest refunded to beneficiary. | Commuted value of vested and locked-in benefits accrued after 1986 payable in lump sum to beneficiary or estate. If beneficiary is spouse, may be converted to immediate pension. |
| Post-Retirement Death Benefit | Survivors' pension equal to 50% continuing after death of member. | If member has a spouse on date of retirement, the surviving spouse will receive at least 60% of the member's pension received prior to the date of his death.<br><br>Survivor pension can be waived if form executed by both spouses. |
| Plan Surplus | Not addressed in the previous Act or in the Plan. | Need to define ownership of any surplus on wind-up of Plan. |
| Marriage Breakdown | Not addressed in previous Act or in the Plan. | Plan must allow credit splitting, in accordance with the Act. |
| Inflation Protection | Not addressed in the previous Act or Plan. Region has provided regular ad-hoc adjustment increases | Pensions for active employees, deferred vested employees and retirees to be adjusted to provide inflation related increases, or in accordance with the Pension Benefit Act formula. |
| Spouse Definition | Old Definitions of legal and common law spouse. | New definitions of legal and common law spouse. |
| Interest Calculation | Not addressed in the Plan. | Must be addressed in the Plan. |
| Early Retirement | Provided for in the current Plan. | No change required. |
| Integration with Government Pension | Provided for in the current Plan. | No change required. |

Plan Surplus Reversion Analysis

Much discussion has taken place on the topic of pension fund surplus disposition. In order to review this, it is important to look at the responsibilities of the Employer and Employee in the Plan arrangements. In a defined benefit plan such as ours, the Employer agrees to provide defined pension benefits to all plan members when they retire. To achieve this the employee agrees to pay a contribution and the employer makes up the difference. The employer's contribution is calculated actuarially; and may be increased or decreased from time to time, depending on the amount required to ensure the continued ability to meet the full plan liabilities.

In addition, the new Pension Legislation states that Employee contributions made on or after January 1, 1987 shall not exceed 50% of the commuted value of their pension earned in respect of that period, and therefore the employee will receive a refund of any surplus contribution in respect of that period.

In summary, the Employer is responsible for meeting all the defined benefit liabilities of the Plan. Employees are responsible for making their defined contributions, and will in return receive their defined pension, and will have no obligation to make up any past plan deficit, or to receive any future plan surplus, during the life of the Plan or when the Plan is wound up. This report recommends that this practice continue and confirms also that no surplus ever has been or ever will be withdrawn during the life of the Plan.

RECOMMENDATION

1. That the attached By-laws be approved to incorporate into the HWRF Plan the new requirements of the Pension Benefits Act of Ontario, 1987, and that the Plan Administrator (Treasurer and Commissioner of Finance) be authorized to incorporate into the Transit Pension Plan all the necessary Legislative requirements; so that the Plans may comply with the new rules.

G. W. Lawson
Treasurer & Commissioner of Finance

BCP/ac - 11/30/88
Attachs.
0927A/81-83

# FOR ACTION

4. (g)

***REPORT TO:*** Mr. J. Thompson
Secretary, Finance Committee

***FROM:*** Mr. E. C. Matthews
Treasurer

***DATE:*** 1988 November 29
***COMM FILE:***
***DEPT FILE:*** 10AB-TX20

***SUBJECT:*** WRITE-OFF OF OUTSTANDING REALTY AND BUSINESS TAXES

***RECOMMENDATION***

That outstanding realty and business taxes in the amount of $102,027.42, be written-off in accordance with Section 495 of the Municipal Act, R.S.O., 1980 and charged to Account 0220, Tax Write-offs.

E. C. Matthews, Treasurer

***FINANCIAL IMPLICATIONS*** *(IF NONE, STATE N/A)*

See above recommendation

***BACKGROUND***

Attached are Schedules "A" and "B" outlining realty and business tax accounts which are, in my opinion, uncollectible.

These schedules have been summarized as follows:

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Treasury

Taxation

| | | Amount Recommended to be Written-off |
|---|---|---|
| Schedule A - Realty Taxes | | $ 303.88 |
| Schedule B - Business Taxes | | |
| Category A - Accounts improperly assessed or out of business where deadline for appeal has expired. | 9,774.24 | |
| Category B - Accounts assigned to the Collection Agency. | 91,162.34 | |
| Category C - Advised by Trustee - Bankruptcy/ In Receivership no funds available for distribution. | 786.96 | 101,723.54 |
| TOTAL REALTY AND BUSINESS TAXES | | $102,027.42 |

1988 November 29

DJG/ce

City of Hamilton
Treasury

Schedule "A"

SCHEDULE A - OUTSTANDING REALTY TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Owner Name and Assessed Address (1) | Year (2) | Penalty and/or Interest (3) | Realty Taxes (4) | Total (5) | Comments (6) |
|---|---|---|---|---|---|
| City of Hamilton<br>125 West Avenue South | 1985 | 101.07 | 202.81 | 303.88 | City leased 127 West Ave. South in 1985 and received taxation revenue for same, however, 125 West Ave. South was also assessed for the first three months of 1985 in error. |
| TOTAL | | 101.07 | 202.81 | 303.88 | |

1988 November 29

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City of Hamilton
Treasury

CATEGORY "A" - ACCOUNTS IMPROPERLY ASSESSED
OR OUT OF BUSINESS WHERE
DEADLINE FOR APPEAL HAS EXPIRED

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 6 | 01 00550 1750 0020 861 3 01 | Johnson, Rolph C.<br>Cleantex Services Laundry<br>1059 King St. West | 157.17 | 571.08 | .00 | .00 | 728.25 | Did not operate business in 1986 - business sold to Pro-Star Cleaners. |
| 56 | 03 02375 1390 0020 852 3 01 | D R A Agency<br>Second Hand Store<br>630 1/2 Barton St. East | 273.22 | 574.83 | .00 | .00 | 848.05 | Moved business to 628 Barton Street East in June 1984 and paid taxes at new location. |
| 99 | 05 04810 8440 0340 871 1 | Craft Originators<br>Division of Dennison<br>41 Brockley Drive | 910.90 | 7,287.04 | .00 | .00 | 8,197.94 | Duplicate billing. |
| | TOTAL CATEGORY "A" ACCOUNTS | | | | | | 9,774.24 | |

1988 November 29

DJG/ce

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 1 | 01 00110 8020 0040 881 1 01 | 683539 Ontario Ltd.<br>Capp's<br>1837 Main St. West | 504.30 | 2,689.77 | .00 | .00 | 3,194.07 | Corporation Out of Business - No Assets |
| 2 | 01 00130 0340 0200 862 2 17 | 509170 Ontario Inc.<br>Eden's Fruit Market<br>1811 Main St. West | 68.78 | 289.65 | .00 | .00 | 358.43 | Corporation Out of Business - No Assets |
| 2 | 01 00130 0340 0201 862 2 17 | 509170 Ontario Inc.<br>Eden's Fruit Market<br>1811 Main St. West | 18.05 | 75.67 | .00 | .00 | 93.72 | Corporation Out of Business - No Assets |
| 3 | 01 00130 0430 0140 871 1 17 | The Women's World of Fitness (1983) Inc.<br>1685 Main St. West | 198.21 | 1,442.87 | .00 | .00 | 1,641.08 | Corporation Out of Business - No Assets |
| 3 | 01 00130 0430 0141 871 1 17 | The Women's World of Fitness (1983) Inc.<br>1685 Main St. West | 26.26 | 161.79 | .00 | .00 | 188.05 | Corporation Out of Business - No Assets |
| 4 | 01 00450 6700 0120 871 1 | 672293 Ontario Inc.<br>Instant Replay<br>1309 Main St. West | 38.87 | 178.95 | .00 | .00 | 217.82 | Corporation Out of Business - No Assets |
| 4 | 01 00450 6700 0120 871 2 09 | 672293 Ontario Inc.<br>Instant Replay<br>1309 Main St. West | 12.92 | 54.26 | .00 | .00 | 67.18 | Corporation Out of Business - No Assets |
| 4 | 01 00450 6700 0130 871 1 | 672293 Ontario Inc.<br>Instant Replay<br>1309 Main St. West | 6.56 | 33.14 | .00 | .00 | 39.70 | Corporation Out of Business - No Assets |
| 5 | 01 00550 1690 0020 861 2 17 | Pro Star Cleaning Services Inc.<br>Cleantex Services<br>1059 King St. West | 95.68 | 332.65 | .00 | .00 | 428.33 | Corporation Out of Business - No Assets |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 5 | 01 00550 1690 0020 861 3 01 | Pro-Star Cleaning Services Inc.<br>Cleantex Services<br>1059 King St. West | 48.72 | 138.83 | .00 | .00 | 187.55 | Corporation Out of Business - No Assets |
| 7 | 01 00550 2830 0020 881 1 04 | Gilchrist, James<br>777 King St. West<br>Gilchrist Camera | 37.56 | 250.66 | .00 | .00 | 288.22 | Deceased - No Assets in Estate |
| 8 | 01 00560 0280 0080 871 1 17 | Steering Wheel<br>Rent A Car Ltd.<br>875 Main St. West | 5.59 | 34.27 | .00 | .00 | 39.86 | Corporation Out of Business - No Assets |
| 8 | 01 00560 0280 0081 871 1 17 | Steering Wheel<br>Rent A Car Ltd.<br>875 Main St. West | 2.21 | 13.71 | .00 | .00 | 15.92 | Corporation Out of Business - No Assets |
| 9 | 01 00570 0940 0031 861 2 17 | Hughes Green<br>Insurance Agencies Ltd.<br>1100 Main St. West | 128.05 | 426.00 | .00 | .00 | 554.05 | Corporation Out of Business - No Assets |
| 10 | 01 00915 4330 0060 871 1 | Escott Building Corp. Limited<br>Economy Paving Company<br>45 Frid Street | 366.23 | 1,688.44 | .00 | .00 | 2,054.67 | Corporation Out of Business - No Assets |
| 11 | 01 00925 7890 0020 861 2 17 | McWilliams, Andrew<br>Andrew Stewart<br>Ornamental Iron<br>10 Fanning Street | 194.34 | 623.90 | .00 | .00 | 818.24 | Deceased - No Assets in Estate |
| 12 | 01 00955 2850 0020 872 1 17 | 642334 Ontario Inc.<br>Grand-Dad's Donuts<br>443 Main St. West | 85.92 | 1,145.48 | .00 | .00 | 1,231.40 | Corporation Out of Business - No Assets |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 13 | 02 01215 0280 0020 862 2 17 | 603071 Ontario Ltd.<br>A & H Auto Sales<br>215 King St. West | 152.95 | 643.90 | .00 | .00 | 796.85 | Corporation Out of Business - No Assets |
| 14 | 02 01220 0050 0490 871 1 17 | Sokol, Marianne<br>Candy Counter<br>2 King St. West | 4.80 | 32.25 | .00 | .00 | 37.05 | Out of Business - Unable to Locate Owner |
| 15 | 02 01220 0050 0515 871 2 17 | G M P Incorporated<br>2 King St. West | 100.44 | 446.54 | .00 | .00 | 546.98 | Corporation Out of Business - No Assets |
| 16 | 02 01220 0050 0660 871 1 17 | 352667 Ontario Limited<br>Alexanders<br>110 King St. West | 106.34 | 654.48 | .00 | .00 | 760.82 | Corporation Out of Business - No Assets |
| 17 | 02 01220 1000 0355 871 1 17 | Smith, Adam<br>Croissant Show Factory<br>2 King St. West | 8.04 | 53.48 | .00 | .00 | 61.52 | Out of Business - Unable to Locate Owner |
| 17 | 02 01220 1000 0355 871 2 01 | Smith, Adam<br>Croissant Show Factory<br>2 King St. West | 2.07 | 7.11 | .00 | .00 | 9.18 | Out of Business - Unable to Locate Owner |
| 18 | 02 01225 0900 0040 871 1 17 | 674877 Ontario Ltd.<br>Entre Amis<br>76 George Street | 11.77 | 85.31 | .00 | .00 | 97.08 | Corporation Out of Business - No Assets |
| 18 | 02 01225 0940 0020 871 1 17 | 674877 Ontario Ltd.<br>Entre Amis<br>76 George Street | 36.41 | 264.75 | .00 | .00 | 301.16 | Corporation Out of Business - No Assets |
| 19 | 02 01265 6000 0020 871 1 17 | Madariaga, Adrian<br>El Sombrero<br>191 James St. North | 8.40 | 56.01 | .00 | .00 | 64.41 | Out of Business - No Assets |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 20 | 02 01312 1000 0200 861 2 17 | Scott & Pichelli Trustees Bankruptcy Ltd. 181 Main St. West | 75.21 | 261.41 | .00 | .00 | 336.62 | Operated as Receiver - No Legal Liability |
| 21 | 02 01312 1000 0200 881 2 | Alderwood Cleaners Ltd. 181 Main St. West | 31.36 | 178.96 | .00 | .00 | 210.32 | Corporation Out of Business - No Assets |
| 21 | 02 01312 1000 0201 872 1 01 | Alderwood Cleaners Ltd. 181 Main St. West | 6.15 | 33.14 | .00 | .00 | 39.29 | Corporation Out of Business - No Assets |
| 21 | 02 01312 1000 0201 881 2 | Alderwood Cleaners Ltd. 181 Main St. West | 1.12 | 6.18 | .00 | .00 | 7.30 | Corporation Out of Business - No Assets |
| 22 | 02 01365 0010 0240 871 1 17 | Coray Industrial Sales 20 Jackson St. W.,Ste.310 | 27.48 | 183.44 | .00 | .00 | 210.92 | Corporation Out of Business - No Assets |
| 23 | 02 01420 3310 0100 861 2 17 | Scott & Pichelli Trustee Bankruptcy Ltd. 167 John St. South | 749.11 | 2,605.77 | .00 | .00 | 3,354.88 | Operated as Receiver - No Legal Liability |
| 24 | 02 01420 3310 0100 861 3 01 | Pro Star Cleaners Inc. 167 John St. South | 1,398.67 | 3,858.42 | .00 | .00 | 5,257.09 | Corporation Out of Business - No Assets |
| 25 | 02 01440 0310 0325 871 1 17 | Arshambault, Robert Direct Readers Service 135 James St. S., Rm. 803 | 18.48 | 134.01 | .00 | .00 | 152.49 | Unable to Locate |
| 26 | 02 01440 0310 0335 871 2 17 | Dalton, Mike 135 James St. S., Rm. 808 | 49.00 | 195.91 | .00 | .00 | 244.91 | Out of Business - Unable to Locate Owner |
| 27 | 02 01450 1000 0160 871 1 | Tri-Oak Sales Group Ltd. 100 Main St. East | 30.40 | 152.29 | .00 | .00 | 182.69 | Corporation Out of Business - No Assets |
| 28 | 02 01450 1000 0230 861 2 17 | Scott & Pichelli Trustee Bankruptcy Ltd. 100 Main St. East | 68.08 | 236.45 | .00 | .00 | 304.53 | Operated as Receiver - No Legal Liability |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 29 | 02 01450 1000 0230 861 3 01 | Pro Star Cleaning Service Inc.<br>100 Main St. East | 219.96 | 488.82 | .00 | .00 | 708.78 | Corporation Out of Business - No Assets |
| 30 | 02 01450 1000 0230 863 2 | Scott & Pichelli Trustee Bankruptcy Ltd.<br>100 Main St. East | 32.06 | 183.28 | .00 | .00 | 215.34 | Operated as Receiver - No Legal Liability |
| 31 | 02 01510 4500 0265 862 2 17 | 392216 Ontario Ltd.<br>Ontario Medical Registry<br>25 Hughson St. S., Rm. 405 | 20.33 | 85.40 | .00 | .00 | 105.73 | Corporation Out of Business - No Assets |
| 32 | 02 01520 0010 0685 881 1 07 | Paragon Publishers Ltd.<br>105 Main St. East, Rm. 805 | 103.90 | 831.11 | .00 | .00 | 935.01 | Corporation Out of Business - No Assets |
| 33 | 02 01520 0340 0060 861 2 17 | Lightheart, Sheila<br>Ken Allen's Hairstylist<br>4 Walnut St. South | 36.30 | 132.32 | .00 | .00 | 168.62 | Out of Business - Unable to Locate Owner |
| 34 | 02 01525 0100 0060 871 1 17 | Costa, Arminda & Manuel<br>Le Chic<br>237 King St. East | 7.30 | 58.26 | .00 | .00 | 65.56 | Out of Business - Unable to Locate Owner |
| 35 | 02 01525 1980 0140 871 1 17 | The Captain's Daughter (Hamilton) Ltd.<br>35 King St. East | 8.20 | 65.30 | .00 | .00 | 73.50 | Corporation Out of Business - No Assets |
| 36 | 02 01525 2170 0100 871 1 17 | Rim Song Yeub<br>Hamilton TaeKwon Do<br>2 1/2 James St. North | 42.64 | 262.57 | .00 | .00 | 305.21 | Out of Business - Unable to Locate Owner |
| 37 | 02 01525 2170 0100 871 2 01 | Rim Song Yeub<br>Hamilton TaeKwon Do<br>2 1/2 James St. North | 234.52 | 721.83 | .00 | .00 | 956.35 | Out of Business - Unable to Locate Owner |

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CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 38 | 02 01530 0640 0040 872 1 17 | Alderwood Quality Cleaners Ltd.<br>72 James St. South | 8.54 | 97.93 | .00 | .00 | 106.47 | Corporation Out of Business - No Assets |
| 39 | 02 01535 1120 0095 861 2 17 | Gardiner, Keith<br>Canadian Police Review<br>43 King William, Rm.207 | 22.14 | 98.56 | .00 | .00 | 120.70 | Out of Business - Unable to Locate Owner |
| 40 | 02 01535 9060 0010 881 1 03 | Freeway Trade & Mechantile Inc.<br>T/A Esquire TV & Video<br>22 John St. North | 42.15 | 225.16 | .00 | .00 | 267.31 | Corporation Out of Business - No Assets |
| 41 | 02 01550 2710 0040 881 1 | Webster, Linda<br>Cannon Auto Parts<br>75 Cannon St. East | 40.94 | 188.89 | .00 | .00 | 229.83 | Out of Business - Unable to Locate Owner |
| 41 | 01 01550 2710 0040 881 2 09 | Webster, Linda<br>Cannon Auto Parts<br>75 Cannon St. East | 15.62 | 57.06 | .00 | .00 | 72.68 | Out of Business - Unable to Locate Owner |
| 42 | 02 01550 2710 0060 861 2 17 | Russell Allen<br>Jack's Auto Parts<br>75 Cannon St. East | 38.00 | 159.96 | .00 | .00 | 197.96 | Out of Business - Unable to Locate Owner |
| 43 | 02 01550 2710 0060 881 1 17 | Webster, Linda<br>Cannon Auto Parts<br>75 Cannon St. East | 106.26 | 520.28 | .00 | .00 | 626.54 | Out of Business - Unable to Locate Owner |
| 43 | 02 01550 2710 0060 881 2 09 | Webster, Linda<br>Cannon Auto Parts<br>75 Cannon St. East | 43.12 | 157.17 | .00 | .00 | 200.29 | Out of Business - Unable to Locate Owner |
| 44 | 02 01565 7920 0020 881 1 | Labelle Camille<br>107 Barton St. East | 19.37 | 96.73 | .00 | .00 | 116.10 | Out of Business - Unable to Locate Owner |

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CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 45 | 02 01660 6560 0080 861 3 | Fairclough Printing Co. Limited 494 Mary Street | 234.72 | 530.39 | .00 | .00 | 765.11 | Corporation Out of Business - No Assets |
| 45 | 02 01660 6560 0080 861 4 | Fairclough Printing Co. Limited 494 Mary Street | 224.68 | 438.42 | .00 | .00 | 663.10 | Corporation Out of Business - No Assets |
| 46 | 02 01810 3430 0060 881 1 07 | Brennan, Stella K.S. & K.S. 318 King St. East | 18.36 | 122.79 | .00 | .00 | 141.15 | Out of Business - Unable to locate owner |
| 47 | 02 01810 6220 0020 861 2 17 | Keough, Wayne Wayne Collision 253 King William St. | 124.83 | 525.74 | .00 | .00 | 650.57 | Out of Business - Unable to locate owner |
| 48 | 03 02030 5830 0440 871 1 | Hartford, Jerry Cameo Modelling Agency 370 Main St. East, Rm. 300 | 137.55 | 610.33 | .00 | .00 | 747.88 | Out of Business - Unable to locate owner |
| 49 | 03 02040 0010 0010 871 1 17 | Schoene, Karl August In Trust Mangement Ltd. 58 Emerald St. South | 18.30 | 146.40 | .00 | .00 | 164.70 | Out of Business - Unable to locate owner |
| 50 | 03 02110 0370 0150 871 1 17 | Martin, Muis 401 Main St. East | 12.40 | 99.16 | .00 | .00 | 111.56 | Out of Business - Unable to locate owner |
| 51 | 03 02110 6980 0040 861 2 17 | Pro Star Cleaning Service Inc. 167 John St. South | 14.25 | 45.69 | .00 | .00 | 59.94 | Corporation Out of Business - No Assets |
| 51 | 03 02110 6980 0040 861 3 01 | Pro Star Cleaning Service Inc. 23 Tisdale St. South | 44.70 | 119.39 | .00 | .00 | 164.09 | Corporation Out of Business - No Assets |

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CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 52 | 03 02220 8450 0020 861 2 17 | Cowell, Bob<br>Bob's Auto Service<br>102 1/2 Cheever Street | 53.46 | 237.29 | .00 | .00 | 290.75 | Out of Business<br>- Unable to locate owner |
| 53 | 03 02230 2830 0020 871 1 17 | M & R Auto Body Limited<br>T/A Clairmount Auto and<br>Truck Collision<br>468 Wentworth St. North | 17.16 | 114.67 | .00 | .00 | 131.83 | Corporation Out of Business<br>- No Assets |
| 55 | 03 02365 7890 0020 851 3 17 | Standard Auto Collision<br>25 Madision Avenue | 4.06 | 46.39 | .00 | .00 | 50.45 | Too Small for Litigation |
| 57 | 03 02375 5820 0020 881 1 17 | Canadian National Martial<br>Arts Inc.<br>623 Barton St. East | 39.51 | 351.28 | .00 | .00 | 390.79 | Corporation Out of Business<br>- No Assets |
| 58 | 03 02635 2140 0020 871 1 17 | North American Gold Rush<br>975 King St. East, 1st | 2.91 | 77.29 | .00 | .00 | 80.20 | Corporation Out of Business<br>- No Assets |
| 59 | 03 02655 1310 0030 861 2 17 | Cipriani, Enzo & Rita<br>Byrons II<br>797 Barton St. East | 11.02 | 46.61 | .00 | .00 | 57.63 | Out of Business |
| 60 | 04 02835 3480 0040 871 1 | Varden, William<br>Fraser, Gary<br>Pizza Station<br>997 Cannon St. East | 44.92 | 207.11 | .00 | .00 | 252.03 | Out of Business<br>- Unable to locate owner |
| 61 | 04 02850 0040 0020 871 1 17 | Sardo, Morris A.<br>Sax's Restaurant & Pizza<br>185 Ottawa St. North | 74.49 | 458.14 | .00 | .00 | 532.63 | Out of Business<br>- Unable to locate owner |
| 62 | 04 02850 0040 0020 871 2 09 | Sardo, Morris A.<br>Sax's Restaurant & Pizza<br>185 Ottawa St. North | 110.46 | 420.97 | .00 | .00 | 531.43 | Out of Business<br>- Unable to locate owner |

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CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 62 | 04 02860 1300 0020 873 1 10 | Best, Angela<br>T/A A P B Enterprises<br>1068 Barton St. East | 2.97 | 26.77 | .00 | .00 | 29.74 | Too Small for Litigation |
| 63 | 04 02860 2340 0020 871 2 17 | Jack, Kenneth C.<br>Ken's House of Donuts<br>915 Barton St. East | 7.20 | 36.26 | .00 | .00 | 43.46 | Out of Business<br>- Unable to locate owner |
| 64 | 04 02860 2460 0020 862 2 17 | McNeil, J. & Aldridge S.<br>Jim's Deli<br>907 Barton St. East | 24.84 | 110.23 | .00 | .00 | 135.07 | Out of Business<br>- Unable to locate owner |
| 65 | 04 03040 1990 0040 862 2 17 | Robins, G & Evans, A.<br>A & G Automotive<br>1575 King St. East | 108.20 | 432.71 | .00 | .00 | 540.91 | Out of Business<br>- Unable to locate owner |
| 66 | 04 03125 7640 0020 871 2 09 | 584287 Ontario Inc.<br>1333 Main St. East | 44.52 | 169.68 | .00 | .00 | 214.20 | Corporation Out of Business<br>- No Assets |
| 67 | 04 03125 7700 0080 871 1 | Tremray Ltd.<br>1325 Main St. East | 66.79 | 308.19 | .00 | .00 | 374.98 | Corporation Out of Business<br>- No Assets |
| 68 | 04 03125 8330 0020 861 2 17 | Clare, Ronald<br>Commercial Photography<br>1223 Main St. East | 6.84 | 29.12 | .00 | .00 | 35.96 | Out of Business<br>- Unable to locate owner |
| 69 | 04 03130 2600 0020 881 1 01 | Basher, Ed<br>5 Sunnidale Street | 7.90 | 62.96 | .00 | .00 | 70.86 | Unable to Locate |
| 70 | 04 03150 0310 2370 861 2 17 | Scott & Pichelli<br>Trustees Bankruptcy Ltd.<br>1261 Barton St. East | 77.05 | 267.65 | .00 | .00 | 344.70 | Operated as Receiver<br>- No legal liability |
| 71 | 04 03150 0310 2371 861 2 17 | Scott & Pichelli<br>Trustees Bankruptcy Ltd.<br>1261 Barton St. East | 19.55 | 67.95 | .00 | .00 | 87.50 | Operated as Receiver<br>- No legal liability |

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|---|---|---|---|---|---|---|---|---|
| 71 | 04 03155 5310 0100 871 1 17 | Everest Climatic<br>Replacement Windows Ltd.<br>223 Kenilworth Ave. North | 24.64 | 178.95 | .00 | .00 | 203.59 | Corporation Out of Business - No Assets |
| 71 | 04 03155 5310 0100 871 2 | Everest Climatic<br>Replacement Windows Ltd.<br>223 Kenilworth Ave. North | 11.34 | 43.46 | .00 | .00 | 54.80 | Corporation Out of Business - No Assets |
| 72 | 04 03230 2550 0020 851 4 17 | Wallach, Peter<br>Auto Body Shop<br>146 Stapleton Avenue | 43.97 | 280.12 | .00 | .00 | 324.09 | Settlement - Balance Closed |
| 73 | 04 03310 0070 0160 871 2 17 | Barnes, William Henry<br>B & C Electronics<br>350 Kenilworth Ave. North | 298.05 | 1,586.76 | .00 | .00 | 1,884.81 | Corporation Out of Business - No Assets |
| 73 | 04 03310 0070 0165 871 2 17 | Barnes, William Henry,<br>B & C Electronics<br>350 Kenilworth Ave. North | 24.16 | 87.60 | .00 | .00 | 111.76 | Corporation Out of Business - No Assets |
| 74 | 04 03310 1990 0020 861 2 | Ontario Sunroof Ltd.<br>74 Kenilworth Ave. North | 390.58 | 1,061.78 | .00 | .00 | 1,452.36 | Corporation Out of Business - No Assets |
| 75 | 04 03330 9170 0020 871 1 17 | Benvenuti, Stephen<br>Benvenuti, Nancy<br>T/A Jacob's Well Restaurant<br>1435 Main Street East | 5.16 | 34.20 | .00 | .00 | 39.36 | Out of Business - Unable to locate owner |
| 76 | 04 03335 8340 0020 871 1 | Baxter, Janet Ann<br>Jan's Down Home Fish & Chips<br>1342 Barton St. East | 47.72 | 220.38 | .00 | .00 | 268.10 | Out of Business - Unable to locate owner |
| 77 | 04 03345 7950 0020 862 2 17 | Hill, Frank<br>Frank's Dakota Barber Shop<br>1525 Barton St. East | 17.48 | 73.62 | .00 | .00 | 91.10 | Out of Business - Unable to locate owner |

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|---|---|---|---|---|---|---|---|---|
| 78 | 04 03410 6870 0260 871 1 17 | Klein's Hair Care Centre<br>1955 King St. East | 9.36 | 62.76 | .00 | .00 | 72.12 | Corporation Out of Business - No Assets |
| 79 | 05 03910 3060 0010 881 0 | Pedlars Marketplace Ltd.<br>711 Parkdale Ave. North | .00 | .00 | 3.37 | 269.22 | 272.59 | Corporation Out of Business - No Assets |
| 79 | 05 03910 3060 0010 881 1 03 | Pedlars Marketplace Ltd.<br>711 Parkdale Ave. North | 3.51 | 31.02 | .00 | .00 | 34.53 | Corporation Out of Business - No Assets |
| 79 | 05 03910 7540 0020 881 0 | Pedlars Marketplace Ltd.<br>711 Parkdale Ave. North | .00 | .00 | 14.48 | 1,158.42 | 1,172.90 | Corporation Out of Business - No Assets |
| 79 | 05 03910 7540 0020 881 1 03 | Pedlars Marketplace Ltd.<br>711 Parkdale Ave. North | 2,002.35 | 10,679.39 | .00 | .00 | 12,681.74 | Corporation Out of Business - No Assets |
| 80 | 05 04020 2090 0020 871 2 17 | Duckworth, Barry<br>Helen's Kitchen & Entry<br>158 Glow Avenue | 48.96 | 163.49 | .00 | .00 | 212.45 | Out of Business - Unable to locate owner |
| 81 | 05 04020 3110 1180 881 1 | 499871 Ontario Limited<br>89 Glow Ave., Rm. 209 | 61.41 | 283.34 | .00 | .00 | 344.75 | Corporation Out of Business - No Assets |
| 82 | 05 04190 0880 0050 861 2 17 | Laffreniere, Ed<br>Laffreniere, Debbie<br>Galante, Joe<br>T/A Shuffles Restaurant<br>128 Parkdale Ave. North | 176.80 | 707.01 | .00 | .00 | 883.81 | Out of Business - Unable to locate owner |
| 82 | 05 04190 0880 0055 861 2 17 | Laffreniere, Ed<br>Laffreniere, Debbie<br>Galante, Joe<br>T/A Shuffles Restaurant<br>128 Parkdale Ave. North | 39.40 | 157.87 | .00 | .00 | 197.27 | Out of Business - Unable to locate owner |
| 83 | 05 04220 9000 0021 872 1 17 | 205406 Ontario Ltd.<br>280 Queenston Road | 54.12 | 721.98 | .00 | .00 | 776.10 | Corporation Out of Business - No Assets |

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|---|---|---|---|---|---|---|---|---|
| 92 | 05 04710 3390 0075 881 1 02 | 699853 Ontario Inc.<br>T/A Crystal Billiards<br>298 Grays Rd., Unit A4 | 70.50 | 376.02 | .00 | .00 | 446.52 | Corporation Out of Business - No Assets |
| 93 | 05 04810 0850 0040 871 1 17 | 629582 Ontario Limited<br>2425 Barton St. East | 20.40 | 96.24 | .00 | .00 | 116.64 | Corporation Out of Business - No Assets |
| 94 | 05 04810 2220 0020 872 1 17 | Plastifax Inc.<br>20 Warrington Street | 1,031.58 | 13,754.75 | .00 | .00 | 14,786.33 | Corporation Out of Business - No Assets |
| 94 | 05 04810 2220 0040 872 1 17 | Plastifax Inc.<br>20 Warrington Street | 13.80 | 184.30 | .00 | .00 | 198.10 | Corporation Out of Business - No Assets |
| 95 | 05 04810 5330 0110 872 1 03 | 703232 Ontario Ltd.<br>Mickey's Restaurant<br>247 Centennial Pkwy. N. | 344.55 | 1,837.81 | .00 | .00 | 2,182.36 | Corporation Out of Business - No Assets |
| 95 | 05 04810 5330 0111 872 1 03 | 703232 Ontario Ltd.<br>Mickey's Restaurant<br>247 Centennial Pkwy. N. | 79.80 | 425.22 | .00 | .00 | 505.02 | Corporation Out of Business - No Assets |
| 96 | 05 04810 5330 0150 871 1 01 | Tarquin Inc.<br>T/A For Your Hair Only<br>247 Centennial Pkwy. N. | 145.80 | 777.90 | .00 | .00 | 923.70 | Corporation Out of Business - No Assets |
| 96 | 05 04820 5330 0151 871 1 01 | Tarquin Inc.<br>T/A For Your Hair Only<br>247 Centennial Pkwy. N. | 33.45 | 178.14 | .00 | .00 | 211.59 | Corporation Out of Business - No Assets |
| 97 | 05 04810 8440 0310 861 2 17 | 584866 Ontario Limited<br>Mini Maid Services<br>41 Brockley Drive | 10.44 | 46.29 | .00 | .00 | 56.73 | Corporation Out of Business - No Assets |
| 97 | 05 04810 8440 0310 861 3 01 | 584866 Ontario Limited<br>Mini Maid Services<br>41 Brockley Drive | 42.18 | 88.87 | .00 | .00 | 131.05 | Corporation Out of Business - No Assets |

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|---|---|---|---|---|---|---|---|---|
| 98 | 05 04810 8440 0310 871 1 | Raps, Enrich<br>Mini Maid Services<br>41 Brockley Drive | 22.22 | 102.73 | .00 | .00 | 124.95 | Corporation Out of Business<br>- No Assets |
| 100 | 05 04810 9650 0060 861 2 17 | Giles, Lorne<br>Canadian Quilting<br>485 Grays Rd., U.C | 85.12 | 358.03 | .00 | .00 | 443.15 | Out of Business<br>- Unable to locate owner |
| 101 | 05 05410 9576 0020 871 1 17 | Firth, Charles<br>Firth, Adrian<br>Glen Castle Day Nursery | 13.11 | 69.86 | .00 | .00 | 82.97 | Unable to Locate |
| 102 | 05 05415 0140 0160 871 1 17 | 603154 Ontario Ltd.<br>O'Driscoll's Neighbourhood Eatery<br>399 Greenhill Avenue | 19.20 | 153.30 | .00 | .00 | 172.50 | Corportion Out of Business<br>- No Assets |
| 102 | 05 05415 0140 0161 871 1 17 | 603154 Ontario Ltd.<br>O'Driscoll's Neighbourhood Eatery<br>399 Greenhill Avenue | 6.70 | 53.43 | .00 | .00 | 60.13 | Corporation Out of Business<br>- No Assets |
| 103 | 06 05520 0010 0820 871 1 | Mark Robert<br>1119 Fennell Ave. East | 57.78 | 266.77 | .00 | .00 | 324.55 | Out of Business<br>- Unable to locate owner |
| 103 | 06 05520 0010 0821 871 1 | Mark Robert<br>1119 Fennell Ave. East | 8.32 | 41.43 | .00 | .00 | 49.75 | Out of Business<br>- Unable to locate owner |
| 104 | 06 06130 8750 0630 861 2 17 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>1003 Fennell Ave. East | 33.80 | 135.32 | .00 | .00 | 169.12 | Corporation Out of Business<br>- No Assets |
| 104 | 06 06130 8750 0630 862 2 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>1003 Fennell Ave. East | 16.32 | 81.99 | .00 | .00 | 98.31 | Corporation Out of Business<br>- No Assets |

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|---|---|---|---|---|---|---|---|---|
| 104 | 06 06130 8750 0631 861 2 17 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>1003 Fennell Ave. East | 7.60 | 30.00 | .00 | .00 | 37.60 | Corporation Out of Business - No Assets |
| 104 | 06 06130 8750 0631 862 2 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>1003 Fennell Ave. East | 3.68 | 18.17 | .00 | .00 | 21.85 | Corporation Out of Business - No Assets |
| 105 | 06 06230 3000 0200 852 3 17 | 587719 Ontario Ltd.<br>Star Cleaners & Launderers<br>788 Concession Street | 91.52 | 228.44 | .00 | .00 | 319.96 | Corporation Out of Business - No Assets |
| 106 | 06 06230 3000 0200 861 2 17 | Scott & Pichelli<br>Trustee Bankruptcy Ltd.<br>788 Concession Street | 47.52 | 172.99 | .00 | .00 | 220.51 | Operated as Receiver - No legal liability |
| 107 | 06 06230 3000 0200 861 3 | Kerr, Albert<br>T/A Star Cleaners & Launderers<br>788 Concession Street | 15.81 | 40.70 | .00 | .00 | 56.51 | Out of Business - Unable to locate owner |
| 108 | 06 06230 3000 0200 871 2 06 | Alderwood<br>T/A Quality Cleaners<br>788 Concession Street | 46.62 | 207.39 | .00 | .00 | 254.01 | Corporation Out of Business - No Assets |
| 109 | 06 06230 3000 0200 881 1 01 | Alderwood Cleaners Inc.<br>788 Concession Street | 47.34 | 420.87 | .00 | .00 | 468.21 | Corporation Out of Business - No Assets |
| 110 | 06 06230 3000 0201 852 3 17 | 587719 Ontario Ltd.<br>Star Cleaners & Launderers<br>788 Concession Street | 12.16 | 30.58 | .00 | .00 | 42.74 | Corporation Out of Business - No Assets |
| 111 | 06 06230 3000 0201 881 1 01 | Alderwood Cleaners Inc.<br>788 Concession Street | 6.30 | 56.33 | .00 | .00 | 62.63 | Corporation Out of Business - No Assets |

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|---|---|---|---|---|---|---|---|---|
| 112 | 06 07210 7040 0020 871 1 17 | Trijake Holdings Inc.<br>1205 Rymal Road East | 42.50 | 339.71 | .00 | .00 | 382.21 | Corporation Out of Business - No Assets |
| 113 | 07 06720 1920 0020 871 1 17 | 290508 Ontario Inc.<br>Penny Pincher Discount<br>554 Concession Street | 17.46 | 155.10 | .00 | .00 | 172.56 | Corporation Out of Business - No Assets |
| 114 | 07 08610 0100 0025 881 1 06 | 669815 Ontario Limited<br>Rymal Windows & Doors<br>Rymal Energy Centre<br>55 Rymal Road East | 44.28 | 295.33 | .00 | .00 | 339.61 | Corporation Out of Business - No Assets |
| 114 | 07 08610 0100 0080 881 1 01 | 669815 Ontario Limited<br>Rymal Energy Centre<br>Propane Station<br>55 Rymal Road East | 2.88 | 25.76 | .00 | .00 | 28.64 | Corportion Out of Business - No Assets |
| 115 | 07 08610 0100 0220 861 2 17 | Dore, James<br>Rymal Windows and Doors<br>55 Rymal Road East | 11.70 | 51.96 | .00 | .00 | 63.66 | Corporation Out of Business - No Assets |
| 116 | 07 08830 8550 0020 871 1 17 | Agish, Saroj<br>Royal's Variety<br>952 Upper Wellington | 8.30 | 66.24 | .00 | .00 | 74.54 | Unable to Locate |
| 117 | 07 08840 0940 0030 871 1 17 | Nenergy Corp.<br>18 Mohawk Road East<br>Rear Basement Office | 1.68 | 44.85 | .00 | .00 | 46.53 | Corporation Out of Business - No Assets |
| 118 | 08 08910 0700 0040 871 1 17 | Shamon Fouad<br>Nazi Issa<br>Carousel Cleaners<br>661 Upper James Street | 6.49 | 47.05 | .00 | .00 | 53.54 | Disputed Claim - Too small for litigation |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 119 | 08 08910 0700 0041 871 1 17 | Shamon, Fouad<br>Nazi Issa<br>Carousel Cleaners<br>661 Upper James Street | 1.87 | 13.28 | .00 | .00 | 15.15 | Disputed Claim<br>- Too small for litigation |
| 120 | 08 08910 0700 1220 861 2 17 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>679 Upper James Street | 61.80 | 246.92 | .00 | .00 | 308.72 | Corporation Out of Business<br>- No Assets |
| 121 | 08 08910 0700 1220 862 2 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>679 Upper James Street | 56.64 | 283.22 | .00 | .00 | 339.86 | Corporation Out of Business<br>- No Assets |
| 122 | 08 08910 0700 1221 861 2 17 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>679 Upper James Street | 8.84 | 41.85 | .00 | .00 | 50.69 | Corporation Out of Business<br>- No Assets |
| 122 | 08 08910 0700 1221 862 2 | Pro Star Cleaning Service Inc.<br>Star Cleaners<br>679 Upper James Street | 9.60 | 48.00 | .00 | .00 | 57.60 | Corporation Out of Business<br>- No Assets |
| 123 | 08 09030 8590 0020 881 1 01 | Paddington's Eatery Inc.<br>570 Upper Wellington | 110.21 | 349.88 | .00 | .00 | 460.09 | Corporation Out of Business<br>- No Assets |
| 125 | 08 10920 1790 0010 871 2 17 | Hirji, Hanif<br>120 San Antonio Dr.<br>Mountainview Variety | 6.02 | 34.72 | .00 | .00 | 40.74 | Out of Business<br>- Unable to locate owner |

City of Hamilton
Treasury

CATEGORY "B" - ACCOUNTS ASSIGNED TO THE COLLECTION AGENCY

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 125 | 08 10920 1790 0020 871 2 17 | Hirji, Hanif<br>120 San Antonio Dr.<br>Mountainview Variety | 1.68 | 9.67 | .00 | .00 | 11.35 | Out of Business<br>- Unable to locate owner |
| | TOTAL CATEGORY "B" ACCOUNTS | | | | | | 91,162.34 | |

1988 November 29

DJG/ce

City of Hamilton
Treasury

CATEGORY "C" - ADVISED BY TRUSTEE
BANKRUPTCY/IN RECEIVERSHIP
NO FUNDS AVAILABLE FOR DISTRIBUTION

SCHEDULE B - OUTSTANDING BUSINESS TAX ACCOUNTS RECOMMENDED FOR WRITE-OFF IN 1988

| Item Number (1) | Business Serial Number (2) | Name and Business Address (3) | Prior Years Penalty & Interest (4) | Prior Years Arrears (5) | Current Years Penalty & Interest (6) | Current Years Arrears (7) | Taxes Outstanding (8) | Remarks (9) |
|---|---|---|---|---|---|---|---|---|
| 124 | 08 09410 6930 0020 841 4 17 | Westenberg, Ronald<br>Martin, Brad<br>Hi Fashion Pool Sport & Leisure 1983<br>1250 Upper James Street | 148.83 | 290.58 | .00 | .00 | 439.41 | Fox and Partners Ltd. - Trustee |
| 124 | 08 09410 6930 0021 841 4 17 | Westenberg, Ronald<br>Martin, Brad<br>Hi Fashion Pool Sport & Leisure 1983<br>1250 Upper James Street | 117.67 | 229.88 | .00 | .00 | 347.55 | Fox and Partners Ltd. - Trustee |
| | TOTAL CATEGORY "C" ACCOUNTS | | | | | | 786.96 | |

1988 November 29

DJG/ce

City of Hamilton
Treasury

Ward Summary of Outstanding Business Tax Accounts Recommended for Write-off in 1988

| Ward (1) | Penalty & Interest (2) | Prior Years Arrears (3) | Penalty & Interest (4) | Current Year Arrears (5) | Taxes Outstanding (6) | Number of Accounts (7) |
|---|---|---|---|---|---|---|
| 01 | 1,995.42 | 10,151.12 | .00 | .00 | 12,146.54 | 12 |
| 02 | 4,530.22 | 16,137.78 | .00 | .00 | 20,668.00 | 35 |
| 03 | 628.54 | 2,469.33 | .00 | .00 | 3,097.88 | 11 |
| 04 | 1,468.19 | 6,227.37 | .00 | .00 | 7,695.56 | 19 |
| 05 | 6,550.04 | 44,761.84 | 17.85 | 1,427.64 | 52,757.37 | 24 |
| 06 | 437.27 | 2,070.69 | .00 | .00 | 2,507.96 | 10 |
| 07 | 86.30 | 639.24 | .00 | .00 | 725.54 | 5 |
| 08 | 529.65 | 1,595.05 | .00 | .00 | 2,124.70 | 8 |
| TOTAL | 16,225.63 | 84,052.42 | 17.85 | 1,427.64 | 101,723.54 | 124 |

1988 November 29

DJG/ce

5. (A)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1988 December 2
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* GRANTS POLICY AND PROCEDURES

*RECOMMENDATION:*

1) That the existing Grants policy and procedures (both General and Convention/Reception Grants) be amended to incorporate the following changes:

   a) a Grants Review Committee consisting of the Chief Administrative Officer, City Treasurer, and Director of Culture and Recreation be established;

   b) the mandate of this Grants Review Committee is to:

      i) review all grant requests to ensure completeness and compliance with policies;

      ii) where necessary meet with grant applicants and/or request information to clarify the request;

      iii) make recommendations to the Finance Committee on all grant requests;

      iv) review and make recommendations to the Finance Committee on any changes to the Grant policy, procedures and applications;

   c) the Finance Committee is to consider the recommendations of the Grants Review Committee and finalize any appeals prior to forwarding these recommendations to City Council;

   d) a two/thirds vote of the members of the Finance Committee present when the vote is taken is required to reverse a grant recommendation either at the initial approval or on appeal to the Finance Committee;

   e) consideration of a grant will be given to organizations requesting funds to defray the costs associated with representing the City at National or International events, by invitation only, outside of the city.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

....2

*BACKGROUND:*

The Finance Committee at its meeting of September 20, 1988, suggested that at the first regular meeting of the new Finance Committee the grant policy will be reviewed to ascertain the procedures to be used for processing the 1989 grants. In addition at the October 18, 1988, Finance Committee meeting suggestions were made as to the procedure for these grants. These suggestions are reflected in the recommendations presented here for your consideration. Section(e) of the recommendation incorporates into the grant policy an existing policy on grants to organizations for events outside of the City. For further clarification of this issue, see the attached information report dated September 29, 1988.

In the past a Grants Sub-Committee of the Finance Committee has made grant recommendations to the Finance Committee. This Sub-Committee was abolished at the Finance Committee meeting of February 23, 1988, and the responsibility of all grants was assumed by the Finance Committee. This present system would involve the Finance Committee considering approximately 120 applications and most likely would require special Finance Committee meetings to finalize the 1989 Grants.

Attached is a copy of the Grant policy procedures and applications that were used in 1988.

The proposed amendments of having a staff Grants Review Committee is consistent with the Regional Grant procedure.

c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Miss A. Schimmel, Director of Culture and Recreation

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
*Grants Co-Ordinator*

*DATE: 1988 Sept. 29*
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **GRANTS TO ORGANIZATIONS FOR EVENTS OUTSIDE OF THE CITY**

*BACKGROUND:*

At its meeting of September 20, 1988, the Finance Committee had requested a report on those organizations who had received grants for events that are outside of the City.

Attached as Appendix "A" is a list of those organizations who had received grant funds in 1988 which total $57,710 including the $37,000 for the Canusa Games in Flint Michigan. This amount represents 6% of the 1988 Grants Budget of $947,000. This list doesn't include any organization that travels locally as part of their sports, cultural or music related programs (e.g. Hamilton Hurricanes, Conqueror II Drum and Bugle Corps or Toy Town Troupers).

City Council at its meeting of February 25, 1986, approved the following policy relative to Grants for organizations representing the City at national or international events outside of the City:

> "That a policy be established whereby grant applications received from organizations requesting funds to defray costs associated with representing the City of Hamilton at National or International events, by invitation only, outside of the City, will be eligible to apply for grant funds."

Attach.

D Kevin Beattie

THE CORPORATION OF THE CITY OF HAMILTON

LEGISLATION - continued

B) QUALIFICATIONS TO RECEIVE GRANTS

The Municipal Act under Section 112 prohibits grants to profit oriented organizations as stated in the The Act:

112. - Notwithstanding any general or special Act, a council shall not grant bonuses in aid of any manufacturing business or other industrial or commercial enterprise.

2. GOAL AND OBJECTIVES

Goal

To facilitate and ensure effective citizen involvement in community groups and City events related to self-fulfillment of individuals and the well-being of the community; and ensure that the fund or assistance granted will be administered by a competent body.

Objectives

1. To provide funds in limited amounts to community groups and local organizations who provide services that warrant the City's support.

2. To evaluate all applications for financial assistance on an equitable basis, and on the same criteria of selection.

3. To encourage those organizations requesting financial assistance to become self-supporting.

4. To assign to one of the following categories the approved grant to an organization in order to establish the basis on which future requests may be considered:

   Category 1 - Funding that is traditional in nature and is civic sponsored in other Canadian Communities and any increase, if requested and granted, is not to exceed the annual inflation rate or City cost recoveries (see note on Page 3).

   Category 2 - Funding is to remain fixed at the initial funding level and any future enhancement is to be the responsibility of the organization involved (see note on Page 3).

THE CORPORATION OF THE CITY OF HAMILTON

GOAL AND OBJECTIVES - continued

Category 3 - Funding is to be reduced over the two year period following the year of the initial approved grant. The funding reduction will be calculated by an amount equal to one-third of the initial approved grant reduced each year for the next two years. The result would be that in the third year after the year of initial approval, there will be no funding forthcoming to the organization. In addition, the applicant would be prohibited from applying for a General Grant for the next five years after the phase-out period. (see note below).

Category 4 - Funding is to be reduced by a fixed amount each year established by the City after consultation with the applicant. At an agreed future point in time, a level of funding will be established (see note below).

Category 5 - Funding to be limited to a one time only grant ("seed" money). (see note below).

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.
The applicant, regardless of the grant category assigned, is responsible to apply each year for funding. In no way does the assigned grant category suggest the future levels of funding by the City. The grant will be reconsidered each year; however, previous assigned categories will be taken into consideration in approving the grant.

3. GENERAL CRITERIA FOR THE CONSIDERATION OF GRANTS

Consideration Will Be Given To:

1. Organizations which require funds to start a worthwhile operation and which may be expected within a reasonable period to operate without a City grant.

2. Organizations that rely heavily on volunteers and self-help.

3. Organizations whose service is oriented towards local culture, arts and/or recreation.

4. Programs that provide services for which the recipients are willing to pay for services in part, or in total, when this is feasible.

5. The degree to which the City will be expected to contribute to the total funding of the program.

THE CORPORATION OF THE CITY OF HAMILTON

GENERAL CRITERIA FOR THE CONSIDERATION OF GRANTS - continued

Consideration Will Be Given To: - continued

6. Projects that are essential to the citizens of the City which cannot be financed by private business or donations.

7. The nature of each project and the relationship of the project to the responsibility of City Council.

Consideration Will Not Be Given to:

1. A similar application which has also been submitted to the Regional Municipality of Hamilton-Wentworth.

2. Requests for grants to an individual, or to an individual group that is controlled by a parent organization (in this case the parent organization should apply for the grant, i.e., an association as opposed to a team).

3. Grants that replace subsidies which are, or may become, available under statutory provisions.

4. Grants that are required for the service which rightly can be regarded as a Regional, Provincial or Federal responsibility, nor a service suitable primarily for private enterprise or private charity.

5. Organizations that can provide an adequate level of service without public funding.

6. Requests for contributions to deficits which are incurred by the organization without the prior knowledge and concurrence of the City.

7. Profit oriented operations.

8. Organizations who have failed to provide a satisfactory report including financial statements as to the success of the previous year and specifically with respect to the allocation of grant funds.

9. An application from an organization that receives a subsidized rental rate for use of a facility or facilities under the jurisdiction of the Hamilton Entertainment and Convention Facilities Inc.

THE CORPORATION OF THE CITY OF HAMILTON

## 4. PROCESSING OF GRANT APPLICATIONS

### General

(a) A public notice will be placed in The Hamilton Spectator to advise organizations that grant applications are available and the deadline for submission of completed applications.

(b) Grant packages consisting of the application and guidelines will be sent to all currently funded organizations and to any organization not previously funded requesting a City grant.

(c) The completed application (Appendix "A") must be returned no later than October 15 to:

The Corporation of the City of Hamilton
Grants Co-ordinator
Treasury Department
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

(d) All grant requests for the calendar year, including any Convention/ Reception Grant applications, must be submitted at the same time for consideration unless circumstances dictate otherwise.

(e) The approved grant amount in most cases will be limited to a maximum of 25% of the applicant's total operating budget, after the initial year of an approved grant. (The total operating budget should include any charges relevant to the rental of City properties and cost recovery of services.)

### Review of Grant Applications

(a) Grants Review Group - review each completed application for completeness of information and eligibility and forward all applications to the Finance Committee for review.

THE CORPORATION OF THE CITY OF HAMILTON

PROCESSING OF GRANT APPLICATIONS - continued

Review of Grant Applications - continued

(b) Finance Committee - meet to review all applications and to make recommendations, then the Grants Co-ordinator will notify each organization of the amount of grant being recommended to City Council by the Finance Committee; hear any subsequent grant appeals and forward final recommendations to City Council.

NOTE: The Finance Committee's recommendation is tentative and is subject to amendment, denial and/or final approval by City Council.

(c) City Council - consider final disposition of grant requests.

Grant Appeals

If the organization disagrees with the Finance Committee's recommendation to City Council and would like to appeal, they must appeal in writing to the Grants Co-ordinator outlining their concerns and provide any additional information that could affect the Finance Committee's decision. This appeal will be addressed by the Finance Committee who may request a presentation by the organization. The Finance Committee would then make its final recommendation to City Council.

Payment of Grants

Release of Grant funds will only be made subject to the following:

(a) City Council final approval.

(b) Any applicable City charges for use of City properties and cost recovery of services will be deducted from the approved grant funds. The balance, if any, will be paid to the organization as outlined in (c),(d) and (e).

(c) Approved grants of $20,000 and under will be forwarded upon formal Council approval.

(d) Approved operational Grants greater than $20,000 will be forwarded as follows:
- 1/3 upon Council approval;
- 1/3 each in June and September.

(e) Approved specific propose Grants greater than $20,000 will be forwarded as follows:
- 1/3 upon Council approval;
- the balance within a month of the event date unless requested by the applicant to do otherwise.

(f) Agreement by the applicant to submit a brief report including financial statements, following the completion of the expenditure of the funds, as to the success of the year and allocation of grant funds.

APPLICATION
GENERAL GRANTS
(Rev. February 1987)

# THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

LIAISON PERSON _____ PHONE NO. _____

**B. AMOUNT OF GRANT REQUEST:** $ _____

**C. PURPOSE OF GRANT:** (Indicate)

_____ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | | |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | _____ | ____ |
| TOTAL OPERATING BUDGET $ | ========= | 100% ==== |

NOTE: In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

2. What are the general objectives and/or services of your organization?

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes _____ If yes, please indicate number and type of involvement.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

6. Does your organization provide a service to:

(a) All citizens _____

(b) A specific group _____

(c) A specific area _____

Describe briefly:

7. In what geographical area does your organization operate?

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| _____ | $ _____ |
| _____ | $ _____ |
| _____ | $ _____ |

THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number | |
|---|---|---|---|
| | | Business | Home |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

_____
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

_____
Name and Title of Officer Making Application

_____
Signature of Officer Making Application

_____
Telephone Number

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

## APPLICATION FOR GRANT

### STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | Increase+ Decrease- over Preceding Fiscal Year: % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | | | | |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| United Way Grants | | | | |
| OTHER (Specify) | | | | |
| **TOTAL REVENUES** | | | | |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | | | | |
| Other (Specify) | | | | |
| **TOTAL EXPENDITURES** | | | | |
| **SURPLUS OR (DEFICIT)** | | | | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | Increase+ Decrease- over Preceding Fiscal Year: % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | | | | |

Exhibit "B"
CONVENTION/RECEPTION
(Rev. February 1987)

THE CORPORATION OF THE CITY OF HAMILTON

## CONVENTION OR RECEPTION GRANTS

Information and guidelines to all those applying for a convention or reception grant:

1. The purpose of this grant is to assist those organizations which hold Conventions, Receptions and/or Tournaments in Hamilton and where at least the majority of the participants are from out-of-town.

2. To qualify for a grant your organization must be a not for profit or a charitable organization. The Ontario Municipal Act prohibits municipalities from providing grants to manufacturing or profit oriented operations.

3. The grant is normally limited to a maximum of $4.00 per participant, subject to a total maximum of $1,500. The minimum grant request to be considered is $100.

4. The attached "Application for Convention or Reception Grant" form must be fully completed and returned to the Grants Co-ordinator at least six (6) weeks prior to the event to allow sufficient time for processing. This process entails review by the Grants Review Group for completeness and compliance with these guidelines, then forwarded to the Finance Committee for their consideration and recommendation. This recommendation is forwarded to City Council for final approval.

   (NOTE: All grant requests for the calendar year including any General Grant Application must be submitted at the same time for consideration unless circumstances dictate otherwise.)

5. Prior to final City Council approval, your organization will be notified of the proposed recommendation. If you disagree and would like to appeal this decision, please place it in writing to the attention of the Grants Co-ordinator outlining your disagreement and any further information that may be beneficial. This will be presented to the Finance Committee for their reconsideration. You may be asked to make a presentation to the Finance Committee

6. If your event involves the use of City Property, ensure to contact the Grants Co-ordinator who will refer you to the appropriate City staff for cost recovery estimates. Note that these charges will be deducted from the approved grant funds. The balance, if any, will be paid as directed.

7. Payment of grant funds will only be made following City Council approval.

8. Within 30 days of the completion of your event, you must submit to the Grants Co-ordinator a brief report including financial statements on the success of the event, the allocation of grant funds, and number of participants. Also proyide copies of any media coverage that are available.

9. The granting of assistance in any one year is not be interpreted as a commitment to future years' funding.

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

Liason Person_____ Phone No. _____

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

3. What are the general objects and/or functions of your organization?

4. a) Amount of the grant request $ _____ .

b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $_____ | _____ |
| Other Date or Installments | $_____ | _____ |
| | $_____ | _____ |
| | $_____ | _____ |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

6. With respect to your event, answer the following:

   (a) How may people will be in attendance? _____

   (b) Of the stated number of people, how many are coming from outside of Hamilton? _____

   (c) What is the date of the event? _____

   (d) What is the location of the event? _____

   _____

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

Liason Person_____ Phone No. _____

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

3. What are the general objects and/or functions of your organization?

4. a) Amount of the grant request $ _____ .

b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $_____ | _____ |
| Other Date or Installments | $_____ | _____ |
| | $_____ | _____ |
| | $_____ | _____ |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

6. With respect to your event, answer the following:

   (a) How may people will be in attendance? _____

   (b) Of the stated number of people, how many are coming from outside of Hamilton? _____

   (c) What is the date of the event? _____

   (d) What is the location of the event? _____

   _____

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|

_____
Date

_____
Name and Title of Officer Making Application

_____
Signature of Officer Making Application

_____
Telephone Number

FOR ACTION

5. (6)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1988 December 1
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* 1989 GRANT REQUESTS

*RECOMMENDATION:*

a) That due to the timing of the events, consideration be given to the following grant requests:

   i) a Convention/Reception grant request of $350 for the annual Silver Fox Basketball Tournament January 13-14, 1989;

   ii) a Convention/Reception grant request of $250 for the annual Kennedy Ontario Invitational Catholic Junior Boys Basketball Tournament February 4-5, 1989;

   iii) a Convention/Reception grant request of $2,000 for the Canadian MBA Conference January 13-15, 1989;

   iv) a Convention/Reception grant request of $1,000 for the Duet Club of Hamilton for a reception as part of their 100th anniversary celebration February 8, 1989;

   v) a General grant request of $1,000 from the McMaster University Debating Society to participate in the 9th annual World Debating Championships at Princeton University, January 3-10, 1989.

b) That the recommendation of the June 21, 1988, Finance Committee meeting of recommending to this Finance Committee a $4,500 Convention/Reception grant for the 1989 Karate Championships at the Convention Centre February 25, 1989 be approved.

c) That any approved grant amounts from items (a) and (b) above be provided for in the 1989 grants budget.

D. Kevin Beattie

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

See above recommendation

....2

*BACKGROUND:*

Recognizing that the grant policy and procedures are being revised at this meeting, time constraints established by the date of the event for these requests suggest that consideration should be given to these application at this time.

Attached are the application and supporting material for each applicant.

The Silver Fox Basketball Tournament is requesting $350 to defray the costs of this annual tournament on January 13-14, 1989. It is anticipated that there will be 6,000-7,000 people in attendance with 2,000 from outside of the City. In 1988 the applicant received a grant of $350 for this event.

The Kennedy Ontario Invitational Catholic Junior Boys Basketball Tournament is requesting $250 to defray the costs of this annual tournament on February 4-5, 1989. It is anticipated that there will be 500 participants with 320-350 from outside of the City. In 1988 the applicant received a grant of $230 for this event.

The Canadian MBA Conference is requesting $2,000 to defray the costs of this conference January 13-15, 1989. It is anticipated that there will be 200 participants with 120 from outside of the City. This is a first time application.

The Duet Club of Hamilton is requesting $1,000 to defray the costs of a reception on February 8, 1989, as part of their 100th anniversary celebration. It is anticipated that there will be at least 250 participants with 100 from outside of the City. This is a first time application.

The McMaster University Debating Society is requesting $1,000 to defray the costs of participating in the 9th annual World Debating Championships at Princeton University, January 3-10, 1989. This is a general grant request and a first time application.

The Finance Committee originally dealt with the $4,500 request from the 1989 Karate Championship at its June 21, 1988, meeting. This issue was dealt with at that time at the request of the applicant to facilitate the organization and promotion of the event. In 1988 the applicant received $3,000 for a similar event. The previous Finance Committee approved recommending the $4,500 Convention/Reception grant to the incoming Finance Committee and is presented for your consideration.

Any approved grants for the above requests would be provided for out of the 1989 Grants Budget.

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

TREASURY
1988 OCT 14
ROUTE → REC'D
N.R.A.
J.G.H.
T.B.
D.D.

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

SILVER FOX BASKETBALL TOURNAMENT
C/O GLENDALE SECONDARY SCHOOL
145 KENILWORTH AVENUE
HAMILTON L8K 4G1

Liason Person ROBERT KNUCKLE Phone No. 560 7343

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

THIS IS AN ANNUAL HIGH SCHOOL BASKETBALL TOURNAMENT THAT IS NOW IN ITS EIGHTEENTH YEAR. IT DRAWS THE FINEST TEAMS IN THE PROVINCE TO MCMASTER UNIVERSITY. ALL PROCEEDS GO TO THE PRINCIPAL'S FUND FOR NEEDY STUDENTS OR TRAILS VARIOUS FORMS OF STUDENT ASSISTANCE. EVERYONE OF THE PARTICIPANTS ARE VOLUNTEERS WHO FREELY CONTRIBUTE THEIR TIME AND ENERGY.

3. What are the general objects and/or functions of your organization?

THE OBJECT IS TO BUILD INTEREST AND ENTHUSIASM FOR BASKETBALL IN OUR YOUNG PEOPLE. PARENTS ARE ADMITTED FREE IF ACCOMPANIED BY THEIR CHILDREN (OF ANY AGE). IT'S AN EVENT WITH COMMUNITY PRIDE AND ENTHUSIASM THAT IMPRESSES THE VISITING TEAMS AS WELL AS THE WIDE SPECTRUM OF SPECTATORS.

4. a) Amount of the grant request $ 350.00 .

b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $ 350.00 | Feb. 15/89 |
| Other Date or Installments | $ | |
| | $ | |
| | $ | |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

THIS TOURNAMENT LASTS THE DAYS AND THE GRANT FROM THE CITY IS USED TO DEFRAY EXPENSES. AT ONE TIME THE CITY PAID FOR A BANQUET FOR THE PARTICIPATING PLAYERS. THEN LATER IT PAID FOR THE COACHES' RECEPTION. NOW IT GENERALLY ASSISTS IN OUR EXPENSES — TROPHIES REFEREES ETC. THE TOURNAMENT PROGRAM STATES THE TOURNAMENT IS SPONSORED BY THE CITY OF HAMILTON.

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 6000 - 7000

(b) Of the stated number of people, how many are coming from outside of Hamilton? 200

(c) What is the date of the event? JAN 13 / 14 1989

(d) What is the location of the event? MCMASTER UNIVERSITY

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

THE TOURNAMENT IS WELL KNOWN AND HIGHLY REGARDED. IT IS AUTOMATICALLY ASSOCIATED WITH HAMILTON IT IS A HIGH CALIBRE AND HIGH PROFILE EVENT KNOWN TO TAKE PLACE IN HAMILTON IT SHOWS OFF OUR CITY AND ITS HOSPITALITY TO VISITORS. IT PROVIDES A WHOLESOME FAMILY OUTING AT NO COST TO OUR CITIZENS. IT IS A VERY WORTHWHILE VENTURE FOR EVERYONE CONCERNED INCLUDING THE GOVERNMENT OF THE CITY

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

NONE
HAMILTON SPECTATOR SPONSORS THE TROPHY FOR MVP

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

YES — WE CHARGE ADMISSION ON SATURDAY BUT FAMILIES ARE ADMITTED FREE TO ALL FOUR GAMES ON FRIDAY. OUR EXPENSES ARE HEAVY AND ARE ONLY COVERED BY SATURDAYS GATE RECEIPTS.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

YES

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| HONORARY CHAIRMAN BOB PERRAULT | 145 RAINBOW - HAMILTON | 560 7343 | 648 8041 |
| HONORARY CHAIRMAN BAKE PLANT | 145 RAINBOW - " | 560 7343 | 628 8197 |
| CHAIRMAN BOB KNUDSEN | 92 PENDENE AVE. DUNDAS | 560 7343 | 627 6226 |

OCT. 6/88 — Date

145 RAINBOW DR. — Address

BOB KNUDSEN — Name and Title of Officer Making Application

Signature of Officer Making Application

560-7343 — Telephone Number

# STATEMENT OF INCOME AND EXPENSE

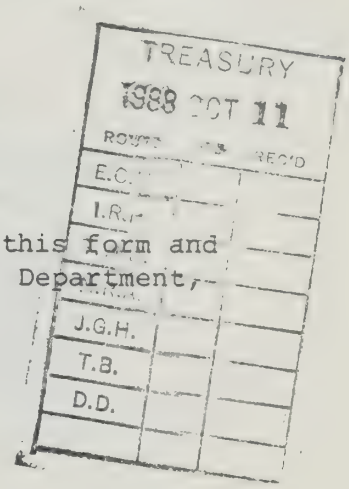
## SILVER FOX BASKETBALL TOURNAMENT 1988

## April 5, 1988

| | | | |
|---|---|---|---|
| **INCOME** | | | |
| | Entry Fees | 525.00 | |
| | Hamilton Spectator Contribution | 75.00 | |
| | City Hall Contribution | 350.00 | |
| | Concession | 1,071.34 | |
| | Admissions | 2,046.50 | |
| | **Total Income** | | 4,067.84 |
| **EXPENSE** | | | |
| | Trophies | 500.00 | |
| | Cost of Supplies for Concession | 437.29 | |
| | S & G Sports (Basketballs) | 365.94 | |
| | B. Carrigan (Referees) | 600.00 | |
| | Litzen's Sports (Basketball Shirts) | 357.25 | |
| | McMaster (Gym Rental & Trainers) | 390.00 | |
| | McMaster (Security) | 308.00 | |
| | Table Officials | 200.00 | |
| | Miscellaneous | 15.00 | |
| | **Total Expense** | | 3,173.48 |
| | **Balance** | | 894.36 |

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT




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1. Name, Address and Telephone Number of organization:

The Kennedy Ontario Invitational: Catholic Junior Boys Basketball Tournament
Convenor: Mr. George J. Luciani, Vice Principal
St. Jean de Brebeuf Secondary School
50 Acadia Drive, Hamilton, Ontario. L8W 1B8. (416) 388-7020

Liason Person George Luciani Phone No. W-388-7020/ H-561-6459

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.
This school based activity, co-hosted by St. Jean de Brebeuf & St. Thomas More Secondary School is now 11 years old. During this time, this Provincial Tournament has invited teams from across the Province. CHCH-TV televises the final two games. Of the 16 teams participating, 12 come across the Province to play in a two-tournament finally staged at Mohawk College, Hamilton. We are a non-profit organization. The tournament honours Father Kyran Kennedy, Pastor of Sts. Peter & Paul Parish, Chairman of our Board of Education, for his many years of dedicated service in this community.

3. What are the general objects and/or functions of your organization?

To celebrate some of the best basketball talent in the Province of Ontario.
To promote the growth of this sport within our own community.
To welcome other Ontarians to Hamilton to meet with us, enjoy our city, and to better appreciate the values of sport, sportsmanship and community building.

4. a) Amount of the grant request $ $ 250.oo .

b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $ $250.oo | February 15, 1989 |
| Other Date or Installments | $ | |
| | $ | |
| | $ | |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

During the course of the two full days, 22 games will be played on three courts: St. Jean de Brebeuf S.S., St. Thomas More H.S., Mohawk College. On the Saturday, each school will have a reception room for Coaches, Parents and Officials. The final two televised games and the Awards Presentations will take place at Mohawk Coolege.

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 500 (Teams, Officials, Organiers

(b) Of the stated number of people, how many are coming from outside of Hamilton? 320-350

(c) What is the date of the event? February 4 & 5, 1989.

(d) What is the location of the event? 2 Schools & Mohawk College

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

We have attempted to create and promote a Provincial Event within our school community. This goes beyond the local level of participation. Many teams have stayed in our downtown facilities and made this a week-end event. Our costs have been held to minimum over the years. Sponsors and patrons have recognized the high provincial profile of this event and have provided servicecs in kind. We need some assistance to maintain the high calibre of participation and success that we have enjoyed over the years. The annual Mayor's letter is an example of our pride in your participation with us as our City Fathers.

WE have always appreciated and promoted your care and interest over the years. This community event is part of a wider community which you represent. We recognize that you have done more than give us your blessing; but rather, financial assistance to support and ecourage our annual tournament.

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

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Many groups are providing some assistance in kind. Lower rates for trophies, some awards, coupons etc. Former players and community leaders are assisting with some cash donations. Our Board is also carrying a fair percentage of the costs. There are numerous "volunteers" who are providing their time and energy at no cost.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

The only charge provided is the tournament admission fee . Each team with the exception of the host schools is charged $100.oo
The referees and awards alone cost $1,400.oo. There are numerous others costs to support the tournament.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

Yes!

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| George J. Luciani<br>Vice-Principal and General Tournament Convenor. | St. Jean de Brebeuf Secondary School<br>50 Acadia Drive,<br>Hamilton, Ontario. L8W 1B8 | 388-7020 | 561-6459 |

October 11, 1988
Date

George J. Luciani, Convenor
Name and Title of Officer Making Application

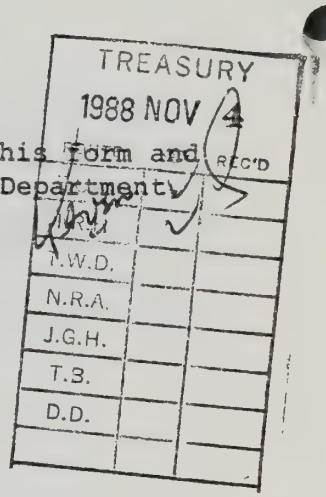
George J. Luciani
Signature of Officer Making Application

388-7020
Telephone Number

* See 1988 Booklets Enclosed *

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT




Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:
   The Canadian MBA Conference
   Faculty of Business
   McMaster University
   Hamilton, Ontario L8S 4M4

   Liason Person Larry Perlman Phone No. 525-9140, Ext. 4105

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

   The Canadian MBA Conference is a student run event, hosted annually by those in the McMaster University MBA Program. The Conference is non-profit in nature. Each year the Conference adopts a theme of interest to business students. This year's theme is "Doing Business with China." Now in its tenth year, the Conference is expected to attract MBA students from approximately 20 schools.

3. What are the general objects and/or functions of your organization?
   First, the Conference provides MBA students from across the country the opportunity to discuss contemporary issues facing business and government. Second, the Conference enhances the reputation and recognition of McMaster University's Faculty of Business and specifically the MBA program.

4. a) Amount of the grant request $ 2,000.00 .

   b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $ 2,000.00 | June 15, 1989 |
| Other Date or Installments | $ | |
| | $ | |
| | $ | |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

National delegates attend a number of workshops, speeches and events over the first or second weekend of January. Distinguished guest speakers from business, government and the academic community address the delegates on a wide variety of topics. Opportunities to meet with fellow MBA students, the speakers and members of the Faculty of Business are also provided through planned social events.

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 200

(b) Of the stated number of people, how many are coming from outside of Hamilton? 120

(c) What is the date of the event? January 13-15, 1989

(d) What is the location of the event? Preliminary events at McMaster University. Subsequent events at Hamilton Convention Centre.

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

The Conference attracts national attention from the media and business community to McMaster University and the City of Hamilton. The MBA Conference will be moved, for the first time, into downtown Hamilton. Out of town delegates will be staying at the Sheraton, Hamilton, and all conference expenditures are made within the Hamilton/Wentworth area.

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

An extensive fundraising campaign is under way. Past MBA Co-op employers and members of the Hamilton Chamber of Commerce are being approached. To date, donations include $4,000.00 from General Motors of Canada, $1,000.00 from the MBA Association, and staff support from the Faculty of Business.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

Yes. Delegates are expected to pay a $60.00 registration fee. This represents 50% of all registration costs. As well, outside delegates must pay for transportation and lodging.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

As the Conference is an ongoing event, future support will be requested in order to maintain its high standards.

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| Larry Perlman | McMaster University<br>Faculty of Business | 525-9140<br>Ext. 4105 | |
| John Zelinski | McMaster University | 525-9140 | 627-0020 |

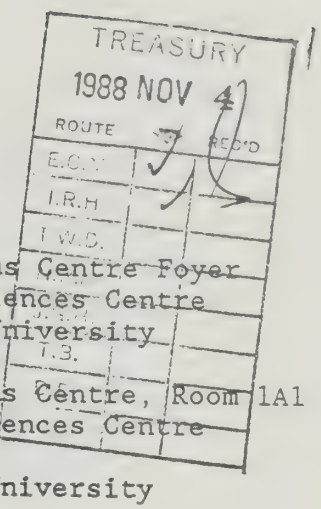
November 2, 1988
Date

Larry Perlman, MBA Conference Co-Chairman
Name and Title of Officer Making Application

Signature of Officer Making Application

525-9140, Ext. 4105
Telephone Number

TENTH ANNUAL CANADIAN MBA CONFERENCE
TENTATIVE AGENDA




Friday, January 13, 1989

6:00 p.m. Registration — Ewart Angus Centre Foyer, Health Sciences Centre, McMaster University

7:15 p.m. Opening Remarks
Larry Perlman
John Zelinski
MBA Conference Co-Chairmen — Ewart Angus Centre, Room 1A1, Health Sciences Centre, McMaster University

Welcome to McMaster,
Dr. A. A. Lee, President
McMaster University

Keynote Address
Mr. Xia Zhongcheng.
Consul General, People's Republic of China in Toronto

Appreciation
Mr. Roger Trull
McMaster Alumni Association

8:30 p.m. Wine and Cheese — Blue and Green Rooms, Health Sciences Centre, McMaster University

9:30 p.m. Dance and Pub — Kenneth Taylor Hall Cafeteria, McMaster University

Saturday, January 14, 1989

8:00 a.m. Registration and Breakfast — Chedoke Hall C, Hamilton Convention Centre

9:00 a.m. First Plenary Session:
TBA — Chedoke Hall C, Hamilton Convention Centre

9:45 a.m. Workshop I
The Chinese Environment — Rooms 201, 202, 203, 205, 206, Hamilton Convention Centre

Dr. Victor Falkenheim
Dept. of East Asian Studies,
University of Toronto

Mr. James Rusk
Columnist,
Globe and Mail

Dr. Dianna Lary
History Professor, Previously
of Canadian Embassy in Beijing,
York University

Mr. Joe Ng
President,
Joe Ng Engineering Ltd.

Dr. M. W. Luke Chan
Associate Dean (External Relations)
Faculty of Business

| | | |
|---|---|---|
| 10:45 a.m. | Coffee Break | Chedoke Hall C |
| 11:00 a.m. | Second Plenary Session:<br>TBA | Webster Room<br>Hamilton Convention Centre |
| 11:45 a.m. | Lunch | Chedoke Hall C<br>Hamilton Convention Centre |
| 12:30 p.m. | Tour of Hamilton Art Gallery | Meet at Webster Room Foyer |
| 2:00 p.m. | Workshop II<br>Business Successes and Failures: | Rooms 201, 202,203,205,206<br>Hamilton Convention Centre |

Mr. Michael List,
V.P. Corporate Development,
Semi-Tech Electronics Ltd.

Mr. Tarif Korabi
V.P., Sales,
Stelco Technical Services Ltd.

Mr. Steve Stultz
Manager of Marketing Services
Babcock and Wilcox Ltd.

Mr. C. M. H. Chiu
V.P. Market Development
Northern Telecom World Trade Inc.

Distinguished Representative
Lummus Canada Inc.

| | | |
|---|---|---|
| 3:00 p.m. | Coffee | |
| 3:15 p.m. | Workshop III<br>Trade Strategies for the Future: | Rooms 201,202, 203, 205, 206<br>Hamilton Convention Centre |

Ms. Lorraine Spiess
Executive Director,
China-Canada Trade Council

Ms. Pamela Kanter
China Desk
Ontario Ministry of Industry, Trade,
and Technology

Mr. Dwayne Wright
Director of East-Asian Trade Division,
Department of External Affairs

Mr. John Beggs
Canadian International Development
Agency

4:15 p.m. Closing Address: — Webster Room, Hamilton Convention Centre
Dean George Torrance
Faculty of Business,
McMaster University

Mr. Paul Martin Jr.
Chief Executive Officer,
Canadian Steamship Lines Inc.

Larry Perlman
John Zelinski
MBA Conference Co-Chairmen

6:30 p.m. Reception — Webster Room Foyer, Hamilton Convention Centre

7:00 p.m. Dinner and Entertainment — Webster Room, Hamilton Convention Centre

Sunday, January 15, 1989

11:00 a.m. Sunday Brunch — Lakeview Ballroom, Sheraton Centre of Hamilton

MBA CONFERENCE - LIST OF GUEST SPEAKERS

AS OF OCTOBER 25, 1988

A. Confirmed

1. Mr. Xia Zhongcheng
   Consul General of the People's Republic of China in Toronto
   Mr. Xia will deliver the Keynote address, Friday, January 13, 1989

2. Dr. Alvin Lee
   President and Vice Chancellor
   McMaster University
   Introduces Keynote Speaker

3. Dr. Dianna Lary
   History Professor at York University
   Previously worked at the Canadian Embassy in Beijing
   Topic - Role of the Embassy in promoting Canada-China Trade

4. Dr. Victor Falkenheim
   Department of East Asian Studies - University of Toronto
   Topic - The Political and Economic Environment in China

5. Mr. Steve Stultz
   Manager of Marketing Services
   Babcock and Wilcox - Cambridge, Ontario
   Topic - Strategies used by Company to sell boilers to China

6. Mr. Michael List
   Vice President, Corporate Development
   Semi-Tech Micro-Electronics - Markham, Ontario
   Topic - Strategies used by Company to create joint venture in China

7. Mr. Tarif Korabi
   Vice President, Sales
   Stelco Technical Services Ltd., - Hamilton, Ontario
   Topic - Selling Steel Technology to China

8. Ms. Pamela Kanter
   China Desk
   Ontario Ministry of Industry, Trade and Technology - Toronto, Ontario
   Topic - How the Ontario Government helps promote trade with China

9. Ms. Lorraine Spiess
   Executive Director
   Canada-China Trade Council - Toronto,Ontario
   Topic - The Role of the Canada-China Trade Council

10. Mr. Joe Ng
    President
    Joe Ng Engineering Ltd. - Hamilton, Ontario
    Topic - Getting around Chinese Government Regulations in Business

11. Mr. James Rusk
    Columnist - Globe and Mail
    Topic - A Newsman's View of the Business Environment in China

12. Dr. M. W. Luke Chan
    Associate Dean - External Relations and
    Director, McMaster-China Management Education Program
    McMaster University
    Topic - TBA

13. Mr. C. M. H. Chiu
    Vice President, Market Development
    Northern Telecom World Trade
    Topic - Northern Telecom's Trade Agreements with China

14. Dean George W. Torrance
    Dean, Faculty of Business
    McMaster University
    Topic - Closing Address

15. Mr. Keith Salmon
    V.P. Sales
    Lummus Canada Inc.
    Topic - Company's Trade Agreements with China

B. <u>Not Confirmed</u>

1. Mr. Dwayne Wright
   Director of East-Asian Trade Division
   Department of External Affairs
   Topic - External Affair's Role in Promoting Trade with China

2. Mr. John Beggs
   Approves Funding for Feasibility Studies in China
   Canadian International Development Agency (CIDA)
   Topic - CIDA's Role in Promoting Trade with China

4. Mr. Paul Martin Jr.
   Chief Executive Officer
   Canadian Steamship Lines Inc.
   Topic - TBA

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

The Kiwanis Club of Hamilton, president Chris Poulton
c/o 501 - 150 - Charlton Ave. West, Hamilton - Postal Code L8P 2C9

Liason Person Chris Poulton Phone No. [illegible]

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

We have a Constitution, but are not incorporated
Please see enclosed brochure, which includes history and operations to date. We have a registered number for income tax receipt purposes

3. What are the general objects and/or functions of your organization?

As shown on above-mentioned brochure. It contains to provide scholarships, playgrounds and encouragement [illegible] also to present Annual Concerts during the year to help [illegible]

4. a) Amount of the grant request $ 1,000 .

b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $ 1,000 | [illegible] |
| Other Date or Installments | $ | |
| | $ | |
| | $ | |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

The Lyric Club will celebrate its 100th Anniversary in 1979 and plans to hold a special commemorative event to mark the occasion at the Hamilton Convention Centre. Principal guest will be Mr. Jan Rubes of Toronto internationally known and respected singer, actor and speaker.

6. With respect to your event, answer the following:

(a) How may people will be in attendance? approximately at least 250

(b) Of the stated number of people, how many are coming from outside of Hamilton? ~~the entire lyric choir~~ for

(c) What is the date of the event? February 1979 - Wednesday

(d) What is the location of the event? Hamilton Convention Centre - Pilot Room

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

The Lyric Club is a non-profit organization devoted to the Hamilton and surrounding Communities for one hundred years. It provides a performing platform and scholarships for music students and [illegible]

It is also the oldest Continuing organization of its kind in Canada as fact mentioned by Mr. Clyde Holmes during the presentation of Queen's Silver Jubilee Medals and Citations. We feel this is a credit to our City, as well as fact that it has been Confirmed heretofore, and we know what Mr. Holmes meant

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

for annual memberships and admission for [illegible]

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

[illegible]

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| [illegible] | [illegible] | | |
| [illegible] | [illegible] | | |
| [illegible] | [illegible] | | |
| [illegible] | [illegible] | | |

Date

Name and Title of Officer Making Application

Signature of Officer Making Application

[illegible]
Telephone Number

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

McMaster University Debating Society
P O Box 49
McMaster University
Hamilton Ontario
L8S 4K1
LIAISON PERSON Dwayne Sterling PHONE NO. 526-0427

**B. AMOUNT OF GRANT REQUEST:** $ 1000

**C. PURPOSE OF GRANT:** (Indicate)

_____ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
__✓__ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | | |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | _____ | ____ |
| TOTAL OPERATING BUDGET | $ _____ | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization. Our society is the oldest society on the McMaster campus. Founded in 1887, we strive in our goals to represent McMaster and Hamilton at a national and international level. A copy of our Society's Constitution has been included within this letter. Because we are a University Society, we are not incorporated as either a non-profit or a charitable organization.

2. What are the general objectives and/or services of your organization?
The general objectives of our society is to represent both McMaster and Hamilton at national and international debating tournaments. We also aide the Hamilton Secondary School Debating System, by supplying judges for debates, as well as run workshops throughout the city to aide city Secondary Schools, when requested.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization? NO

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes ✓ If yes, please indicate number and type of involvement.
We have a group of 6 who go to various high schools and give debating workshops, as well as aid in judging the tournaments on the circuit.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization? The McMaster University debating society is just one of 20 universities that are members of CUSID, which stands for Canadian University Society for Intercollegiate Debate. This is the major orgurizer of all tournaments.

6. Does your organization provide a service to:

(a) All citizens _____

(b) A specific group ✓

(c) A specific area ✓

Describe briefly: membership in MUDS is open to any member of the McMaster community. We do, however, also accept city members to be part of our honourary membership list.

7. In what geographical area does your organization operate?
Although our club is based within West Hamilton we now operate within the North American continent

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific. we will be using your grant towards the payment of fees for the 4th annual World Debating championships at Princeton University from January 3-10, 1989.

9. For what reason does your organization merit the use of public funds for the purpose indicated above? We need sponsorship to help us to cover out of pocket expenses to attend this tournament. An outline of these costs will be submitted.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ✓

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees. we are participating in a major fundraising drive on campus. By this, we are submitting sponsorship requests to various people on campus, and are receiving funds in return. Also, we received a grant from the University Student Union. Also, we are planning to hold a raffle on campus to raise funds

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details. NO

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1990 | $ 1000 |
| 1991 | $ 0 |
| 1992 | $ 0 |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton? We may run short of funds if the city grant is refused. It would be difficult to attend this tournament if ~~nothing~~ no funding is forwarded, and our plans to attend other tournaments may be jeopardized.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

NO

If no, how will your service be continued if financial assistance is terminated in the future by the City? Since this is only a one-time request, our service will continue in the future

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge? Yes

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| Sarah Kimball, President | Rm 626 Brandon | | 523-6411 |
| Sheila Linsley, V-President | 29 Broadway | | 522-9450 |
| Dwayne Sterling, Treasurer | 17 Burlington St W. | | 526-0427 |
| John Vujicic, Tourrament Secretary | 932 Old Ancuster Rd. RR #3 Dundas | | 648-1472. |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

_____
Date

_____

_____
Name and Title of Officer Making Application

_____
Signature of Officer Making Application

_____
Telephone Number

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year Sept - Dec 1988 (2) | Fiscal Year Ended: Estimate Current Grant Year Jan - Apr 1989 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | | | | |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| United Way Grants | | | | |
| **OTHER** (Specify) | | | | |
| m.o. grant | ~~150~~ 374 | 450 | 0 | |
| SRA | 374 | 0 | (374) | |
| Dean Social | 300 | 0 | (300) | |
| Dean Student affairs | 600 | 0 | (600) | |
| **TOTAL REVENUES** | ~~1274~~ 1348 | 450 | (1274) | |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | | | | |
| Other (Specify) | | | | |
| Tournament fees | 73 ~~93~~ 23 | 800 | +77 | 10% |
| Accomadations | 0 | 200 | +200 | 200% |
| Transportation | 0 | 450 | +450 | 450% |
| office Expenses | 200 | | | |
| Bank Debt | 175 | | | |
| **TOTAL EXPENDITURES** | ~~1393~~ 1310 | 1450 | +127 | |
| **SURPLUS OR (DEFICIT)** | | | | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | Increase+ Decrease- over Preceding Fiscal Year: % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | | | | |

To whom it may concern.

The revenue area on Exhibit # 1 is explained here. The money received by the various areas was to cover expenses from September until April. As our financial statements will show (to be turned in Tues, NOV 29) that the majority of our money has been spent. Also, we are experiencing problems with McGill University in regards to unpaid registration fees. We are expecting payment soon.

With expenses, included is our down payment to attend the IX world Debating Championships. This was a total of $3,365 US. To cover 1 team, 2 judges and our hotel deposit. We are asking you for sponsorship to aid us in representing McMaster and Hamilton on an international scale.

With respect to the grant request from the Ukranian Orthodox Church of Canada, the Committee agreed to refer this request to the Regional Legislation and Reception Committee due to the nature and size of the event.

Future 1988 Grant Requests

5. Future 1988 Grant Requests

As outlined in a report of the Grants Co-ordinator dated 1988 May 18, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That all future requests for 1988 grants be forwarded to the Finance Committee on a timely basis as information items only.

(b) That at the request of a member of the Finance Committee, a grant request could be placed on a Finance Agenda for consideration.

1989 Karate Championships - Grant Request

6. 1989 Karate Championships - Grant Request

The Committee was in receipt of a grant request from Mr. A. Rizzo for $4 500. to offset the costs associated with the annual Canadian and Provincial Karate Championships which will be held at the Hamilton Convention Centre 1989 February 25. He has requested a decision if possible by the end of June to facilitate the organization and promotion of the event.

It was noted that the Municipal Act prohibits an outgoing City Council from commiting a succeeding City Council to an expenditure during the term of office of the new City Council.

The Committee unanimously agreed to recommend the new Committee and new City Council that the grant request of $4 500., be approved. This commitment should be sufficient to satisfy the immediate needs of the applicant with respect to facilitating the organization and promotion of the event.

Note: Alderman Copps was recorded as opposed to the recommendation of the Committee.

Replacement of Golf Course Mower, Public Works Department

7. Replacement of Golf Course Mower, Public Works Department

As outlined in a report of the Manager of Purchasing dated 1988 May 27, the Committee agreed to submit the following recommendation to City Council for approval:

(a) That a purchase order be issued to R.M.C. Equipment Ltd., Markham in the amount of $42 120. for the replacement of Golf Course Mower No. 9481 for the Parks Division, Public Works Department in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

(b) As this equipment is required for grass cutting immediately, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: The Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

# FOR INFORMATION

***REPORT TO:*** MR. J. THOMPSON, SECRETARY
FINANCE COMMITTEE

***FROM:*** MR. D. K. BEATTIE
GRANTS CO-ORDINATOR

***DATE:*** 1988 June 14
***COMM FILE:***
***DEPT FILE:***

***SUBJECT:***

1989 KARATE CHAMPIONSHIPS - GRANT REQUEST

D. Kevin Beattie

***BACKGROUND***

Attached is a grant request from Mr. A. Rizzo for $4,500 to offset the costs associated with the annual Canadian and Provincial Karate Championships which will be held at the Hamilton Convention Centre February 25, 1989. He has requested a decision if possible by the end of June to facilitate the organization and promotion of the event.

In 1988, the applicant received a $3,000 Convention/Reception Grant for a similar event held February 27, 1988.

As a 1989 function this would normally be deferred until such time as the other 1989 Grant requests are considered - most likely January or February 1989. However, the applicant has asked for consideration of this request by June 30, 1988.

The present balance of the unallocated Grant funds for 1988 is $400 subject to consideration of several outstanding grant requests and an appeal to be heard at the June 21, 1988 meeting of the Finance Committee.

Attach.

cc. Mr. Kevin Beattie, Grants Sub-Committee from Mayor Bob Morrow, June 8th, 1988
Would you please follow up on this and keep me informed. Thanks.

May 25, 1988

JUN 2 1988

Rizzo's Karate
703-500 Green Road
Stoney Creek, Ontario
L8E 3M6
Tele. 664-2948

The Honourable Bob Morrow
Hamilton City Hall
119 King Street, West
Hamilton, Ontario

Dear Mayor Morrow:

It is once again my pleasure to inform you that we will be holding on, February 25, 1989, at the Hamilton Convention Center:

1. The 13th. Ontario Provincial Open Karate Championships.
2. The Canadian Grand National Team Championships.
3. The 3rd. Canadian Junior Karate Championships.

As you are well aware of, THIS TRIPLE competition held February 27, 1988 was a hugh sucess, drawing competitiors from across Canada and U.S.A. and as far away as Trinidad, and certainly it appears that with the sucess of the Canadian Junior Karate Championships (over 500 young people particapated in 1988) that 1989 will be even bigger and better.

Hamilton would gain the following:

1. Approximately 3,000 to 4,000 spectators and competitors would visit and enjoy our down town core.
2. Shopping downtown would flourish as would parking.
3. Hamilton would gain a better sport image.
4. Many of our hotels would be booked.
5. Tourism in Hamilton would improve in the winter months.

We are requesting a grant from the city as follows:

1. Ontario Provincial Open Karate Championships..$1,500.00
2. Canadian Grand National Team Championships ...$1,500.00
3. Canadian Junior Karate Championships.....$1,500.00

Total Grant requires to help offset the cost to run these prestigous events.....$4,500.00

Due to the amount of work required to set up and run these competitions an early reply would be appreciated (if at all possible, by the end of June 1988). As you are well aware of Karate has become a Canusa sport, and I have been chosen as Head Coach.

Yours truly,

Armie Rizzo

A. T. Rizzo

c/c Alderman Tom Murry

NOV 23 1988

FOR ACTION

6.

REPORT TO: J. Thompson, Acting Secretary, Finance Commit

FROM: James R. Turnbull,
Mackesy, Smye, Turnbull, Grilli & Jones

DATE: October 17, 1988

DEPT FILE: C-86-205

SUBJECT: Geraldine Marguerite Fraser and Charles David Fraser vs. The Corporation of the City of Hamilton - Slip and Fall - May 6, 1986

RECOMMENDATION:

That the City pay the amount of $11,020.00 as an all-inclusive settlement of the plaintiff's claim.

K.A. Rouff,
City Solicitor

James R. Turnbull,
Mackesy, Smye, Turnbull,
Grilli & Jones

J.G. Pavelka, P.Eng.
Director of Public Works

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)

See above recommendation.

BACKGROUND

This action arises out of a slip and fall which occurred at the intersection of Wesley Street and West 28th Street, in the City of Hamilton on the above-mentioned date. At the examination for discovery of the plaintiff, Geraldine Fraser, she indicated that she proceeded on the sidewalk at the northwest corner of the intersection, and the sidewalk below her left foot seemed to crumble away, causing her to fall and strike her left knee, left arm, and forehead on the roadway. Mr. Don Heintz, Project Maintenance Engineer for the City indicated at the examination for discovery that a complaint had been received in 1985 with respect to this area of the sidewalk, and indeed the sidewalk was cracked and was placed on the list for repairs to be done in the spring of 1986.

.../2

Because the City recognized this as an area requiring repair, then a court would probably attach some liability to the City, if not all liability. For the purposes of settlement, it is suggested that a 50/50 split in liability is appropriate.

As a result of the fall, the plaintiff, Mrs. Fraser, had suffered abrasions to her nose, a contusion of the right lower lip, and a fracture of the inferior pole of the patella, which required a Zimmer splint for a period of two months, and a subsequent period of physiotherapy for two months. As of September 23, 1986, Mrs. Fraser's problems had basically resolved, save and except that she is left with bilateral patella femoral crepitis.

The plaintiff is prepared to accept the following damages:

| | |
|---|---|
| General damages ($12,500.00 less 50% discount) | $6,250.00 |
| Pre-judgment interest at 10% (from May 21, 1986) | 1,250.00 |
| Family Law Act claim on behalf of Mr. Fraser ($500.00 less 50%) | 250.00 |
| Out-of-pocket expenses | 270.00 |
| Legal costs | 3,000.00 |
| TOTAL | $11,020.00 |

We believe that the amount sought by the plaintiff is reasonable in the circumstances.

cc. Rose Salayko, Claims Co-ordinator

cc. J. Pavelka, Public Works

cc. Ken Rouff, City Solicitor

# FOR ACTION

7.

REPORT TO: Chairman and Members
Finance Committee

FROM: Mr. John Thompson, Secretary
Finance Committee

DATE: 1988 December 02
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing of approved Settlement of Claims be received and a copy forwarded to City Council for information in accordance with approved policy.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See amounts outlined in Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| Earl Deamude | City of Hamilton | Motor Vehicle Accident<br>1985 August 29 | $ 500. |
| Helen Tyrrell | City of Hamilton | Trip and Fall<br>1987 January 20 | $1 000. |

(e) Supply of Tires and Tire Maintenance - Extension of Contract

(f) Domestic Fuel Oil for Various Civic Buildings - Extension of Contract

(g) Command Post - Hazardous Materials for Fire Department

(h) Purchase of 3 Cash Registers, Treasury Department

(i) Demolition - 405, 407, 409 and 411 Sherman Avenue North, Hamilton

4. DIRECTOR OF PROPERTY

(a) Service Contract - City/Regional Telephone Service - Bell Canada

(b) Lease Renewal - First Floor - 74 Hughson Street South to Canadian Mental Health Association

(c) Capital Project for 1989 - 1993

5. TREASURER

(a) Realty and Business Tax Prelevy Mill Rates for 1989

(b) Transit Assisted Fares - Group "A" - Disabled and Handicapped Persons

(c) Transit Assisted Fares - Senior Citizens (Age 70 and Over)

(d) Borrowing By-law

(e) 1989 Budget Estimates - Summary Reports of 1989 Current Budget Estimates Attached. Treasurer's Report to Follow.

6. GRANTS POLICY

Two-thirds Vote Requirement to Reverse a Grant Recommendation Referred Back by City Council, 1988 December 13 for further consideration.

7. GRANT APPLICATION

St. Paul's Church - Capital Grant for Restoration Program

8. APPROVED SETTLEMENT OF CLAIMS

9. NEW BUSINESS

10. ADJOURNMENT

amity

2:00 P.M

# GOODWILL INDUSTRIES

225 KING WILLIAM STREET, HAMILTON, ONTARIO L8R 1B1 TELEPHONE 526-8481

LESLIE C. McLEAN
*CHAIRMAN*

KENNETH W. O'NEAL
*1st VICE-CHAIRMAN*

D. ROSS McCRIMMON
*2nd VICE-CHAIRMAN*

MURIEL G. WESTMORLAND
*SECRETARY*

J. DONALD GALLOWAY, C.A.
*TREASURER*

FRED T. BROOKS
GERALD W. BROWN
DOROTHY M. CAULEY
J. L. ECKEBRECHT
GEORGE FURNESS
T. H. L. GALLAGHER
R. T. HAMEL
PETER L. HILL
GEORGE J. HOUSE
JACK C. JAGGARD
KEITH McINTYRE
ELEANOR B. MORROW
ALFRED R. OLIVER
MARY E. PURDY, M.D.
W. ROSS ROBINSON
W. ROSS RODGER
ROLLIE A. STEED
JACK M. WAITE
WILLIAM J. WATSON

DOUGLAS S. WALLACE
*PRESIDENT & EXECUTIVE DIRECTOR*

October 12, 1988

To Finance Committee
(New Term of Council)

Mayor Robert M. Morrow
c/o City Hall
71 Main Street West
Hamilton, Ontario
L8P 1H4

Dear Mr. Mayor:

Amity is an essential part of Hamilton Wentworth and Burlington. Over the past fifty years, thousands of people have been touched by the various programmes the Agency offers. Amity Goodwill Industries provides assessment, training and employment opportunities for disabled and disadvantaged people.

Over the years the City of Hamilton has been a good friend of Amity Goodwill Industries. The support you have provided has helped us to maintain important growth in our vocational rehabilitation programmes. Your investment in Amity has been a significant part of our success.

Let me tell you a success story. Martin D. came to Amity with a multitude of handicaps. His assessment led to an "on the job" training programme at a local fruit market.

Today, despite his handicaps, Martin is employed full time at the same fruit market, lives independently in Hamilton and commutes to and from his job without assistance. Not only is Martin pleased and proud of his accomplishments but so are his parents. And Amity was there to help train and guide Martin each and every step of the way.

Last year alone, thirty Amity clients were placed successfully in competitive employment in the community. Our vision for the future is to increase these numbers and get more disabled and disadvantaged people into the mainstream of employment...out of sheltered workshops, off welfare and off the streets. The goal for 1989 is 100 job placements.

amity

GOODWILL INDUSTRIES
225 KING WILLIAM STREET, HAMILTON, ONTARIO L8R 1B1 TELEPHONE 526-8481

LESLIE C. McLEAN
*CHAIRMAN*

KENNETH W. O'NEAL
*1st VICE-CHAIRMAN*

D. ROSS McCRIMMON
*2nd VICE-CHAIRMAN*

MURIEL G. WESTMORLAND
*SECRETARY*

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W. ROSS RODGER
ROLLIE A. STEED
JACK M. WAITE
WILLIAM J. WATSON

DOUGLAS S. WALLACE
*PRESIDENT &*
*EXECUTIVE DIRECTOR*

But Amity cannot expand its programmes without first tackling the issues of facilities and equipment. To this end, the Board of Directors has approved plans for a $1.5 million Capital Campaign and for the first time in over 14 years we are reaching out to the entire community for support...major corporations, businesses, service clubs, organizations, charitable foundations, Provincial and Municipal Government and friends of the Agency.

The funds raised will be used to:

.renovate the existing building
.provide assessment and training equipment for job training.

In order to be successful in this Capital Campaign, we respectfully ask you to be a major Cornerstone donor by making a commitment of $100,000 annually over a three year period for a total gift of $300,000.

It is our hope that our vision of the future for Amity will become your vision. Amity is committed to maintaining the highest level of vocational assessment, training and job placement. With your help, we will be able to maintain this momentum.

Thank you for the opportunity to present our request. Please consider the enclosed proposal and if you need further information, please do not hesitate to call myself at 528-2511, extension 4401, or Tanis Hall, Campaign Director, at 526-8481. Our charitable registration number is 0345033-11-14.

Yours very truly,

W.A. Hopkins
Campaign Chairman

c.c. Mr. E.C. Matthews,
City Treasurer

# AMITY GOODWILL INDUSTRIES

## HISTORY

Amity Goodwill Industries has a long and impressive history in our community. It was founded by "Shiner" Gallagher, Vert Rayner and Jean McTaggert as a self-help organization for unemployed men. Over its fifty year history, it has evolved into the leading organization to help disadvantaged and disabled people become self-supporting through training and employment.

Amity changed its course somewhat during World War II by concentrating on collecting salvage as a profit business. Amity is proud that it was able to donate $65,000 to war charities at that time.

Today the Agency serves a wide range of referred clients such as accident victims, people injured in the workplace, or born with a disability such as visual, hearing and speech impairments, orthopaedic or organic disabilities such as cerebral palsy, or emotional and neurological disorders.

Amity becomes involved with each person through an assessment of potential abilities and a variety of programmes designed to help each individual reach his or her personal goals.

People are employed either in Amity's own preparation and production of materials for its stores or are placed in local industries.

Colin J. came to Amity eleven years ago with major physical disabilities, making work almost impossible for him. After a complete assessment and training, Colin began to work cleaning coke oven masks from Stelco. Each mask has to be scrubbed, dried, reassembled and packaged. Colin has worked very hard and today is the Supervisor of the Coke Mask division of Amity. Meaningful Employment...Dignity, Independence, Quality of Life.

Amity employs 330 people, and is 85% self-sufficient with limited funding from government sources.

## MISSION

To encourage and enable persons who are vocationally handicapped and/or disadvantaged to develop their optimal potential and self image by:

a) providing vocational assessment, skill training and employment opportunities

b) preparing and assisting them to secure competitive employment

c) providing continuing meaningful employment when appropriate.

AMITY GOODWILL INDUSTRIES

## THE NEEDS

### ASSESSMENT AND TRAINING

Amity Goodwill Industries provides assessment services, job training and employment to people who face barriers in obtaining work in the competitive labour market.

To maintain its standard of excellence in vocational assessment and training, the Evaluation Unit needs to be upgraded with the goal of tripling client work placements in the community...the right person at the right job.

Amity's computers are obsolete. Proper training is extremely difficult. There are clients waiting to be trained and jobs to be had. Our goal is to standardize computer training on new and updated equipment to better help our clients prepare for their future.

People with disabilities are now successfully operating a variety of equipment and machinery, reducing the necessity of manual labour. New equipment will increase Sub-Contract work and provide a proper training ground for clients. Our plans include purchasing new janitorial equipment, an automatic heat sealer, a box maker, a staple machine, and a shrink wrap and blister equipment.

With the growth in opportunities in the service sector, there are many food service jobs available today. This means the obsolete cafeteria equipment is a top priority for renovation. Over 200 meals a day are served despite antiquated serving units, dishwashing systems, furniture and food preparation equipment. This renovation will provide more employment opportunities.

### OPERATIONAL EQUIPMENT

Every piece of equipment needed for smooth operation is either obsolete or non-existent. For example, it now takes up to two hours of back breaking labour to unload a truck - not to mention the high accident risk of not having a locking device to secure the truck safely up against the dock. A new hydraulic dock leveller and locking device would reduce the time to unload one truck from two hours to twenty minutes.

The sorting line is obsolete, over 25 years old. The line breaks down often and is difficult to repair. Work stops. This involves not only the 20 workers on the line but often shuts down the entire floor. Seventy people are then unable to sort, press, price and hang the goods. The stores are dependent on this process of recycling goods.

Replacing the sorting line is a critical need. A new line will improve safety standards and working conditions as well as increase and improve production efficiency by at least 30%. And Amity graduates will be better prepared for outside employment in industry.

Clothing that can't be used is put down a chute to the baler which compresses and compacts unusable goods into 1,000 pound bales. Baled good sales bring in over $140,000 a year for Amity. But the baler is 15 years old, constantly breaking down and in need of repair. A new baler would not break down so often and would be more cost effective.

Unusable items are thrown into the garbage. At present, three Amity workers manually compress garbage by standing and jumping and trampling on the garbage -- a most undignified, unsafe, and demeaning task. A garbage compactor would be time effective, save 50% on trips to the dump, reduce injuries and be more efficient...by just pushing a button. The men could then work on more humanized or self respecting jobs.

The Board recognizes the numerous down times of all its vehicles for costly repairs and has approved the plan to purchase new vehicles. Two vans will make it easier to expand outside on jobs and contracts. This will result in more job opportunities and more revenue.

PHYSICAL & INTERIOR RENOVATIONS

Engineering consultants assessed the exterior of the building after chunks of concrete began falling off. The consultants confirmed that the surface of the building had seriously deteriorated and urgently required concrete restoration.

The windows are over 75 years old, and the frames have rusted out. Plastic covers the inside to act as storm windows in the winter, providing less than ample insulation or protection to workers. The concrete restoration and window replacements, once completed, will give 30 years of new life to the building.

The building has awnings for the store and office area windows. These awnings are so tattered and torn that it is now too dangerous to take them up and down each year. Permanent awnings will reduce the cost of air conditioning and result in a 4-5 year payback.

The second floor office area is where the administrative, secretarial and support staff are located and where computer and office training take place. There are more jobs available today than ever before and more client requests for assessment and training. The consultants' plan to modernize and aesthetically coordinate the entire second floor effectively utilizing all available space will help the Agency deal with the space shortage problem and having to turn clients away.

The cost to implement these plans is $1.5 million.

With these projects planned for the future, Amity is asking the community to support its greatest and most challenging appeal for funds. A team of volunteer leaders will be requesting support from major corporations, businesses, service clubs and organizations, government, charitable foundations and friends of the Agency.

AMITY GOODWILL INDUSTRIES

CAPITAL CAMPAIGN

EQUIPMENT NEEDS

| | |
|---|---|
| INTERIOR RENOVATIONS | $ 145,000 |
| EXTERIOR RENOVATION | 575,750 |
| PROGRAMME DEVELOPMENT | 52,000 |
| MATERIAL HANDLING | 271,300 |
| COLLECTION FACILITIES | 19,000 |
| CAFETERIA UPDATE | 34,850 |
| OFFICE TRAINING & OFFICE UPDATE | 66,500 |
| REHABILITATION -- INDUSTRIAL TRAINING | 60,600 |
| VEHICLES | 200,000 |
| IMPROVEMENTS TO RETAILING | 75,000 |
| | $1,500,000 |

## GENERAL COST ESTIMATES

### INTERIOR RENOVATIONS

New layouts to more effectively utilize available space

| | |
|---|---|
| | $ 145,000 |
| Emergency Exit (basement) | 12,000 |
| Office Expansion | 7,000 |
| New Board Room | 16,000 |
| Relocate Marketing/Sales | 10,000 |
| Enlarge back entrance, locate reception and security area there, aesthetically co-ordinate entire second floor area (with consultant), eliminate front entrance and expand store to that area, drop ceiling and carpet at office areas, landscape outside of building | 100,000 |

### EXTERIOR RENOVATION

To preserve and enhance physical facilities

| | |
|---|---|
| | $ 575,750 |
| Concrete Restoration | 225,000 |
| Window Replacement (3rd, 4th & 5th Floors) | 300,000 |
| Window Fans | 750 |
| Branch II Siding Repairs | 2,500 |
| Branch III Roofing | 8,000 |
| Five Smoke Eaters (Branch Store Lunch Rooms) | 4,500 |
| Wall Painting | 4,000 |
| Branch II Roofing | 9,000 |
| Permanent Awnings for Building | 22,000 |

### PROGRAMME DEVELOPMENT

| | |
|---|---|
| | $ 52,000 |
| Joint System Design: Finance, Human Resources, Production/Sales Statistics, Computerized Dispatch System | 16,000 |
| Pay Equity Study and Plans | 10,000 |
| Develop Strategic Plan (Consulting Fees) | 15,000 |
| Manufacture Fashion Items | 5,000 |
| Computerized Dispatch System | 6,000 |

## MATERIAL HANDLING

To improve materials handling, cut non-production handling, cut costs, provide more funds to rehabilitation/placement.

| | | $ 271,300 |
|---|---|---|
| 3 | Pump Carts | 1,500 |
| 2 | Fridge Carts | 1,000 |
| 100 | Cages | 13,000 |
| 30 | Canvass Carts | 4,500 |
| 200 | Plastic Containers | 6,000 |
| 1 | Fork Truck | 22,000 |
| 100 | Cages for ADC's | 30,000 |
| 3 | Motorized Pallet Jacks | 18,000 |
| 1 | Hi-low Walking Lift Truck | 15,000 |
| 1 | Garbage Compactor | 30,000 |
| 1 | Hoist | 1,800 |
| | Processing Equipment and Steam Tunnel | 14,500 |
| | Automated Baler | 28,000 |
| | New Sorting Belt System: Clothing | 50,000 |
| 3 | Heavy Duty Hydraulic Dock Levellers | 24,000 |
| 3 | Dock Locks | 12,000 |

## COLLECTION FACILITIES

Equipment to enable us to attract donations, and to maintain our presence on the property.

| | | $ 19,000 |
|---|---|---|
| 10 | Apartment Boxes | 2,650 |
| | Lattice Screens (ADC's) | 1,850 |
| | Roll-up Awnings (ADC's) | 2,500 |
| 3 | ADC Trailers | 12,000 |

## CAFETERIA UPDATE

| | | $ 34,850 |
|---|---|---|
| Hot and Cold Serving Units | | 4,500 |
| Front Serving Counter | | 5,000 |
| Potato Peeler | | 1,200 |
| Walk-In Freezer | | 12,000 |
| Food Processor | | 1,000 |
| Dishwashing System | | 7,000 |
| Cafeteria Furniture: | 50 Chairs | 1,750 |
| | 40 Tables | 2,400 |

## OFFICE TRAINING & OFFICE UPDATE

| | $ 66,500 |
|---|---|
| 1 Time Card System | 17,000 |
| 1 Photo Card Processor | 3,700 |
| 3 Calculators | 600 |
| 8 IBM Compatible Computers & Printers - upgrade | 24,000 |
| 2 Adjustable Chairs | 500 |
| 2 Typewriters/Word Processors | 2,500 |
| 1 Fax Machine | 3,000 |
| Switchboard Expansion Unit | 500 |
| 1 Letter Quality Printer | 1,700 |
| 1 Desk Top Publishing System | 13,000 |

## REHABILITATION - INDUSTRIAL TRAINING

| | $ 60,600 |
|---|---|
| 1 Auto Heat Sealer | 2,500 |
| 1 Box Maker & Staple Vacuum | 1,700 |
| 1 Industrial Vacuum | 1,200 |
| Shrink Wrap Equipment | 18,000 |
| Dryer System (for Stelco contract) | 1,200 |
| 1 Floor Polisher | 1,400 |
| 1 Automatic Floor Scrubber | 7,500 |
| 1 Table Ticket Machine | 4,000 |
| 5 Singer Work Tables (occupational aptitude testing) | 7,500 |
| TTD Machine (for hearing impaired) | 600 |
| Upgrade Evaluation Unit | 15,000 |

## VEHICLES

To replace aging vehicles with reliable equipment which will operate cost effectively.

| | $ 200,000 |
|---|---|
| 1 Van: Janitorial & Sub-Contract Deliveries | 17,000 |
| Replace Ford Fairmont | 15,000 |
| 1 Mini Van | 17,000 |
| 3 Trucks (replace #114, #119, #120) | 69,000 |
| 1 Dump Trailer | 15,000 |
| 1 New Tractor | 43,000 |
| 1 Pick-up Truck | 14,000 |
| 1 Bale Trailer | 10,000 |

## IMPROVEMENTS TO RETAILING

Our store income funds and provides both jobs and training.

| | $ 75,000 |
|---|---|
| Racks, Bins, Fixtures, Boards | 5,000 |
| Branch I Renovations | 4,000 |
| Branch III Equipment | 1,500 |
| Branch III Carpet | 4,000 |
| Branch IV Directory Sign | 2,500 |
| Store Signs Refacing | 2,000 |
| New Retail Store | 22,000 |
| Mail Order Catalogue | 10,000 |
| 8 Cash Registers | 24,000 |

# AMITY GOODWILL INDUSTRIES
## BOARD OF DIRECTORS
## 1988/89

| NAME | MAILING ADDRESS | POSITION/OCCUPATION |
|---|---|---|
| Gerry W. Brown | 45 Sulphur Springs Road<br>Ancaster, Ontario<br>L9G 1L9 648-2001 | President, Eames Dept. stores |
| George Furness | 604-30 Harrisford<br>Hamilton, Ontario<br>L8K 6M9 560-5591 | Retired<br>General Mgr.-Walmer Transportation |
| J. Donald Galloway<br>2nd Vice Chairman | 210-3600 Billings Court<br>Burlington, Ontario<br>L7N 3N6 632-7108 | Chartered Accountant-own business |
| Richard T. Hamel | Simpson, Wigle<br>P.O. Box 990<br>Hamilton, Ontario<br>L8N 3R1 528-8411 | Lawyer |
| Peter L. Hill | Hamilton Civic Hospitals<br>237 Barton Street East<br>Hamilton, Ontario<br>L8L 2X2 527-0271 | Director of Public Relations<br>Hamilton Civic Hospitals |
| Jack C. Jaggard, FCA<br>Treasurer | 9 Southview Place<br>Hamilton, Ontario<br>L8S 1W5 529-2747 | Retired-Treasurer<br>City of Hamilton |
| Frank N. Marzola | Chedoke McMaster Hospital WQ II<br>Box 2000, Station A<br>Hamilton, Ontario<br>L8N 3Z5 521-2100 ext. 7145 | Vice President-<br>Human Resources<br>Chedoke-McMaster Hospital |
| D. Ross McCrimmon<br>1st Vice Chairman | 104 Robert Street<br>Hamilton, Ontario<br>L8L 2P5 528-9700 | President-<br>Fuel Applications Limited |
| Leslie C. McLean<br>Past Chairman | P.O. Box 2030<br>Hamilton, Ontario<br>L8N 3T1 528-2511 ext. 201 | President-Steltech<br>Steel Company of Canada |
| Keith McIntyre<br>Secretary | P.O. Box 2034<br>Hamilton, Ontario<br>L8N 3T2 575-2089 | President-Mohawk College |
| Mrs. George M. Morrow<br>(Eleanor) | 4 Ravenscliffe Avenue<br>Hamilton, Ontario<br>L8P 3M4 527-2275 | |
| Alfred R. Oliver | 10-2155 Duncaster Drive<br>Burlington, Ontario<br>L7P 4R4 335-4258 | Retired V.P. - Stelco |

| | | |
|---|---|---|
| Kenneth W. O'Neal<br>Chairman | 225 East 12th Street<br>Hamilton, Ontario<br>L8N 1G5 383-8393 | Retired - Labour |
| W. Ross Robinson | 1003-115 Main Street West<br>Hamilton, Ontario<br>L8N 1G5 523-8292 | Retired - now consultant<br>with R.T. Kelly Advertising |
| Rollie A. Steed | Stelco Inc.<br>P.O. Box 2030<br>Hamilton, Ontario<br>L8N 3T1 528-2511 est. 4386 | Information Systems Dept. |
| Jack M. Waite | 13-1011 White Oak Drive<br>Burlington, Ontario<br>L7T 2L3 634-9114 | Retired- General Mgr. of<br>Operations: Spectator |
| Muriel G. Westmorland | 420 Dundurn Street South<br>Hamilton, Ontario<br>L8P 4L7 528-5380 | Consultant-own business |
| Douglas S. Wallace | 225 King William Street<br>Hamilton, Ontario<br>L8R 1B1 526-8481 | President & Executive Director-<br>Amity Goodwill Industries |

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

AUDITED FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 1988

Thorne Ernst & Whinney

Member of
Ernst & Whinney
International

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

AUDITED FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 1988


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| Statement of Operations | 3 |
| Statement of Changes in Equity | 4 |
| Notes to Financial Statements | 5 |

Thorne Ernst & Whinney

Chartered Accountants

Box 976, M.P.O.
Suite 850, Standard Life Centre
120 King Street West
Hamilton, Ontario, Canada
L8N 3R1

(416) 523-8200
Fax: (416) 523-8362

# AUDITORS' REPORT

To the Directors of
Amity Goodwill Industries

We have examined the balance sheet of Amity Goodwill Industries as at March 31, 1988 and the statements of operations and changes in equity for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with many charitable organizations, the Corporation derives part of its revenue from donated goods, cash donations and bequests, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our examination of revenue from these sources was limited to accounting for the amounts recorded in the accounts of the Corporation, and we were not able to determine whether any adjustments might be necessary to donation revenues, loss for the year, assets and unappropriated equity.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had donated goods, cash donations and bequests been susceptible to the complete audit verification referred to in the preceding paragraph, these financial statements present fairly the financial position of the Corporation as at March 31, 1988 and the results of its operations for the year then ended in accordance with the accounting policies set out in the Summary of Significant Accounting Policies applied on a basis consistent with that of the preceding year.

*Thorne Ernst & Whinney*

Hamilton, Ontario
May 6, 1988

Member of
Ernst & Whinney
International

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

BALANCE SHEET

| | March 31 1988 | 1987 (restated note 3) |
|---|---|---|
| **ASSETS** | | |
| CURRENT ASSETS | | |
| Cash and term deposits (note 1) | $ 353,894 | $ 386,305 |
| Accounts receivable | 148,873 | 196,581 |
| Prepaid expenses | 32,533 | 21,710 |
| Purchased inventory | 50,897 | 26,318 |
| | 586,197 | 630,914 |
| PROPERTY, PLANT AND EQUIPMENT (note 2) | 2,137,251 | 2,137,251 |
| | $2,723,448 | $2,768,165 |
| **LIABILITIES AND EQUITY** | | |
| CURRENT LIABILITIES | | |
| Accounts payable and accrued liabilities | $ 241,951 | $ 215,463 |
| EQUITY | | |
| Unappropriated (note 3) | (81,965) | (6,814) |
| Appropriated | 350,000 | 350,000 |
| Amity Goodwill trust fund | 76,211 | 72,265 |
| Capital fund (land and buildings) | 2,137,251 | 2,137,251 |
| | 2,481,497 | 2,552,702 |
| | $2,723,448 | $2,768,165 |

Lease commitments (note 4)

APPROVED BY THE BOARD:

_____ Director

_____ Director

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

STATEMENT OF OPERATIONS

| | Year ended March 31 1988 | 1987 (restated note 3) |
|---|---|---|
| Revenues | | |
| Store sales | $2,667,138 | $2,432,515 |
| Salvage | 135,621 | 102,734 |
| Contracts | 361,708 | 357,548 |
| Cafeteria | 57,819 | 60,893 |
| Rehabilitation training fees | 90,043 | 89,456 |
| Miscellaneous | 1,486 | 16,139 |
| Total earned revenues | 3,313,815 | 3,059,285 |
| Provincial government operating grant | 552,394 | 487,363 |
| Total revenues | 3,866,209 | 3,546,648 |
| Operating expenses | | |
| Additions to fixed assets funded by provincial government operating grant | 29,999 | 24,525 |
| Wages and benefits | 2,748,149 | 2,518,631 |
| Supplies | 375,816 | 371,812 |
| Occupancy and other operating | 788,502 | 661,891 |
| Total operating expenses | 3,942,466 | 3,576,859 |
| | (76,257) | (30,211) |
| Additions to fixed assets net of provincial government capital grant of Nil (1987, $35,000) | 43,065 | 8,786 |
| | (119,322) | (38,997) |
| Other income | | |
| Donations | 20,433 | 17,213 |
| Interest | 23,738 | 22,968 |
| | 44,171 | 40,181 |
| INCOME (LOSS) FOR THE YEAR | $ (75,151) | $ 1,184 |

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

STATEMENT OF CHANGES IN EQUITY

| | Unappropriated Year ended March 31 | | Appropriated Year ended March 31 | | Amity Goodwill Trust Fund Year ended March 31 1988 | | | | Capital Fund Year ended March 31 | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 1988 | 1987 restated note 3) | 1988 | 1987 | Capital | Income | Total | 1987 | 1988 | 1987 |
| BALANCE AT BEGINNING OF YEAR | $ (6,814) | $(7,998) | $350,000 | $350,000 | $59,788 | $12,477 | $72,265 | $63,804 | $2,137,251 | $2,137,251 |
| Income (loss) for the year | (75,151) | 1,184 | - | - | - | 7,290 | 7,290 | 8,146 | - | - |
| Contributions during the year | - | - | - | - | 450 | - | 450 | 2,255 | - | - |
| Disbursements during the year | - | - | - | - | - | (3,794) | (3,794) | (1,940) | - | - |
| BALANCE AT END OF YEAR | $(81,965) | $(6,814) | $350,000 | $350,000 | $60,238 | $15,973 | $76,211 | $72,265 | $2,137,251 | $2,137,251 |

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 1988

## GENERAL

The Corporation is incorporated under the Ontario Corporations Act to supply and render services to persons who are disabled, handicapped or unemployed. On December 1, 1987 the Corporation received permission under supplementary letters patent to change its name from Amity Association of Hamilton to Amity Goodwill Industries.

## SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Basis of accounting for donated goods

The Corporation derives a substantial portion of its revenues from the sale or salvage of clothing and other goods donated by the general public.

The value of the inventory of donated goods on hand in the stores and workshop at the year end is not included in the Corporation's financial statement assets, as such donations are not included in the financial statements until revenue is actually realized through sale or salvage of the goods.

### Purchased inventory

Purchased inventory is recorded in the financial statements at the lower of cost and net realizable value.

### Property, plant and equipment and capital fund equity

Capital fund equity is comprised of donations and other funds used to purchase the land and buildings. These assets were recorded at cost and are not depreciated.

Other purchases of vehicles, equipment and leasehold improvements are recorded as follows:

(i) Statement of operations
The asset costs are expensed (reduce operating income) and any provincial government grants related thereto are reflected in the Statement of Operations.

(ii) Balance Sheet
Both the assets cost and accumulated depreciation balances are increased by the cost of the purchases.

### Appropriated equity

Appropriated equity represents a stabilization reserve which is intended to provide for the continuity of operations in the event of a major shortfall in budgeted revenues or major unforeseen expenditures. Appropriations are made for this purpose as deemed appropriate by the Board of Directors.

AMITY GOODWILL INDUSTRIES
(formerly Amity Association of Hamilton)

NOTES TO FINANCIAL STATEMENTS (Continued)

## 1. RESTRICTED CASH AND TERM DEPOSITS

Included in cash and term deposits is $76,211 (1987, $72,265) held in trust for the Amity Goodwill Trust Fund.

## 2. PROPERTY, PLANT AND EQUIPMENT

| | 1988 | | | 1987 |
|---|---|---|---|---|
| | Cost | Accumulated depreciation | Net | Net |
| Capital fund assets | | | | |
| Land | $ 253,100 | $ - | $ 253,100 | $ 253,100 |
| Buildings | 1,884,151 | - | 1,884,151 | 1,884,151 |
| | 2,137,251 | - | 2,137,251 | 2,137,251 |
| Other assets | | | | |
| Equipment | 628,550 | 628,550 | - | - |
| Vehicles | 202,733 | 202,733 | - | - |
| Leasehold improvements | 78,539 | 78,539 | - | - |
| | $3,047,073 | $909,822 | $2,137,251 | $2,137,251 |

## 3. ADJUSTMENT OF PRIOR PERIOD'S PROVINCIAL GOVERNMENT OPERATING GRANT

During the year, the Corporation was required to return $30,000 of the 1987 provincial government operating grant. Accordingly, provincial government operating grant revenue for the year ended March 31, 1987 and previously reported unappropriated equity at March 31, 1987 have been reduced by $30,000.

## 4. LEASE COMMITMENTS

The Corporation leases retail outlets and certain office equipment under operating leases which expire at various dates between 1989 and 1993. Future minimum rental payments required under operating leases that have initial lease terms in excess of one year, as of March 31, 1988 are as follows:

| | |
|---|---|
| 1989 | $119,413 |
| 1990 | 69,591 |
| 1991 | 62,664 |
| 1992 | 52,696 |
| 1993 | 13,795 |
| | $318,159 |

## 5. CHANGES IN FINANCIAL POSITION

A statement of changes in financial position has not been included in these financial statements as it would not provide meaningful information.

Tuesday, 1988 December 06
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present:
Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Also Present:
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. R. Underhill, Supervisor of Subsidies
Mr. T. Bradley, Manager of Purchasing
Mr. D. Vyce, Director of Property
Mr. R. Swan, Manager, Property Maintenance
Mr. J. G. Pavelka, Director of Public Works
Mr. J. Thompson, Secretary

1. MINUTES

Adoption of the Minutes of the Meeting held 1988 November 01

The minutes of the last regular meeting held 1988 November 01 were received and adopted as circulated to the members.

2. MANAGER OF PURCHASING

(a) Reroof Jimmy Thompson Pool

Purchase Order - Reroof Jimmy Thompson Pool

As outlined in a report of the Manager of Purchasing dated 1988 November 07, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Jocelyn Roofing & Sheet Metal, Hamilton, in the amount of $32 175 to replace the roof at Jimmy Thompson Pool in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

Note: Lowest of two (2) quotations received. Funds provided in Major Maintenance Account No. 0408-E45018.

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Alderman Copps registered her opposition to the extensive use of the emergency procedures of the City of Hamilton purchasing policy.

Purchase Order – Reroof West Avenue School

(b) Reroof West Avenue School

As outlined in a report of the Manager of Purchasing dated 1988 November 29, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Riddell Sheet Metal & Roofing, Hamilton, in the amount of $38 755 to replace the roof at West Avenue School in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

Note: Lowest of three (3) quotations received. Funds provided in Energy Conservation '86 Account No. 0408-A95001.

As this work is to be completed as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Purchase Order – Two Aerial Device Trucks Central Garage

(c) Two Aerial Device Trucks, Central Garage

As outlined in a report of the Manager of Purchasing dated 1988 November 29, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Wajax Industries, Mississauga in the amount of $172 454.40 plus licencing, for the supply and delivery of two (2) aerial device trucks, for the Central Garage in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

Note: Lowest of acceptable of six (6) tenders received. Funds provided in Depreciation Account No. 0280-01.

3. DIRECTOR OF PROPERTY

Capital Projects – 1989 – 1993

(a) Capital Projects for 1989 - 1993

The Committee was in receipt of a report of the Director of Property dated 1988 November 29 recommending that various projects as outlined in his report be forwarded to the Co-ordinating Committee for consideration 1989 - 1993 Capital Budget.

It was moved by Alderman Cooke, seconded by Alderman Copps and carried that provision for a pedestrian bridge across King Street West, east of MacNab Street connecting Lloyd D. Jackson Square to the Canadian Imperial Bank of Commerce Centre, be deleted.

Alderman McCulloch and Alderman Lombardo were recorded as opposed to the deletion of the pedestrian bridge.

Capital Projects 1989 - 1993

It was noted that in accordance with policy established by City Council, as recommended by the Executive Committee, staff and Standing Committees have been directed to make no change in projects in the years 1 and 2 of the 5 year Capital Budget unless approved by Council on the recommendation of the appropriate Standing Committee and if new projects are proposed for years 3 and 4, such projects will be subject to the application of the trade-off principle of City Council with projects previously approved in those years.

Following consideration, the Committee approved that the following projects be forwarded to the Co-ordinating Committee for consideration in the 1989 - 1993 Capital Budget.

| | Project | Cost | Year | Status |
|---|---|---|---|---|
| 1. | Major Maintenance to Civic Buildings | $ 250 000 | 1989 | Continuation |
| 2. | Major Maintenance to Civic Buildings | $ 1 200 000 | 1990 - 1993 | Continuation |
| 3. | Energy Conservation Projects | $ 50 000 | 1989 | Continuation |
| 4. | Energy Conservation Projects | $ 250 000 | 1990 - 1993 | Continuation |
| 5. | Construction Costs for Accommodation Requirements - City Hall | $ 100 000 | 1989 | Change Increased by $ 25 000 |
| 6. | Construction Costs for Accommodation Requirements - City Hall | $ 1 700 000 | 1990 - 1992 | Change Increased by $1 650 000 |
| 7. | Replacement of Rink Slabs and Boards - Mountain Arena | $ 425 000 | 1990 | New |
| 8. | Replacement of Pool Filtration Systems - Barnetto and Dalewood Recreation Centres | $ 250 000 | 1989 | New |
| 9. | Replacement of Pool Filtration Systems - Churchill Recreation Centre | $ 150 000 | 1990 | New |
| 10. | City Hall Sprinkler System<br>Note: This project was presented last year but was deleted from the Capital Budget. | $ 1 500 000 | 1992 | New |

Sale of Property - South Side of Limeridge Road East, East of Upper Ottawa Street to Municipal Non-Profit (Hamilton) Housing Corporation

(b) SALE OF PROPERTY - SOUTH SIDE OF LIMERIDGE ROAD EAST, EAST OF UPPER OTTAWA STREET TO MUNICIPAL NON-PROFIT (HAMILTON) HOUSING CORPORATION

As outlined in a report of the Director of Property dated 1988 November 30, the Committee agreed to submit the following recommendation to City Council for approval.

That an Offer to Purchase executed by Mayor R. Morrow, President of the Municipal Non-Profit (Hamilton) Housing Corporation on 1988 November 30 and scheduled for closing on or before 1989 February 08 for the purchase of lands on the south side of Limeridge Road East, east of Upper Ottawa Street, be approved and completed.

Sale of Property - to Municipal Non Profit (Hamilton) Housing Corporation

Note: The subject property has a frontage along the southerly limit of Limeridge Road East of 215 metres (705.38 feet) by a depth of 135.148 metres/84.181 metres (443.39 feet/276.18 feet) containing 2 864.9 square metres (30 838.5 square feet) shown as Parts 2 and 3 on attached copy of Plan 62R-9176 Surveys. Part 3 is subject to an easement in favour of the Region for landscaping purposes.

Schedule "A" attached hereto as APPENDIX "A" also forms part of this Agreement. The purchase price of $660 000 is to be credited to Account No. 0280-02.

4. TREASURER

Procedure for Approval of the 1988 Budget Transfers and Overdrafts

(a) Procedure for Approval of the 1988 Budget Transfers and Overdrafts

As outlined in a report of the Treasurer dated 1988 November 21, the Committee agreed to submit the following recommendation to City Council for approval.

That the Chief Administrative Officer and the Treasurer be authorized to approve current budget transfers and overdrafts for the balance of December following the 1988 December 13 Council meeting, provided that a list of all such transactions is compiled for approval of the appropriate Standing Committee and/or City Council in early 1989.

Overdraft - Hamilton Museum of Steam and Technology

(b) The Hamilton Museum of Steam and Technology - Overdraft

As outlined in a report of the Treasurer dated 1988 November 28, the Committee agreed to submit the following recommendation to City Council for approval.

That an overdraft amount of $25 000 be approved for Account No. 0369-0734 in the budget of the Department of Culture and Recreation for 1988 to correct problems with inadequate electrical service at the Hamilton Museum of Steam and Technology, to be financed by savings accumulated in the other accounts of the budget of the Department of Culture and Recreation.

Transit Fares for Seniors

(c) Transit Fares for Seniors

The Committee was in receipt of a report of the Treasurer dated 1988 November 29 containing the following recommendations.

(1) That the City of Hamilton participate in the Regional Program for Senior Citizens as outlined in the Bus Pass Sub-Committee report (TRA 88-090 Transit Fares for Seniors - A Framework for the Future) adopted as Section 6 of Report 10-88 of the Transportation Services Committee by Regional Council at their meeting 1988 September 20.

Transit Fares for Seniors

(ii) That the fare stabilization payment equal to the difference between the senior ticket price (65 cents) and the drop or cash fare (25 cents) being 40 cents on the 1988 fare structure be met by the Regional Municipality and added to the transit area rated charge as part of the Regional mill rate for each participating area municipality.

Mr. H. O. Schweinbenz, Commissioner, Transportation Services and Mr. E. L. Pilon, Director, Administration, Transportation Services were in attendance to discuss the recommendations of the Treasurer with the Committee.

In a memorandum dated 1988 December 02, Mr. Schweinbenz advised that they have received a copy of the Treasurer's report and fully support the recommendation that the City of Hamilton sponsor the program for senior citizens.

However, they cannot support the second recommendation of the Treasurer with respect to the fare stabilization payment as it creates an element of unfairness. He explained that the recommendation before the Committee is not part of the program as approved by Regional Council and would prove difficult to administer. It may also jeopardize the program being sponsored by the Region since three area municipalities have already rejected it.

In his summary comments, he submitted that the new senior program as passed by Regional Council clearly lays out the mechanics of how the program was to be implemented in those three area municipalities that wish to participate.

Should the City of Hamilton choose to consider recommending No. 2 regarding the fare stabilization payment, they would be changing the program which then has implications for other regional municipalities.

If the City of Hamilton does elect to transfer this program which in effect replaces the over 70 program back to the Region, then the tax base should also be transferred.

Transit Fares for Seniors

Alderman Christopherson was in attendance and explained that each municipality in the Region has the opportunity to choose to participate in the program. However in fairness, the recommendation of the Treasurer with respect to the fare stabilization payment is a deviation and radical change from the program adopted by Regional Council. He recommended that the Finance Committee endorse the program in principle and that the mechanics of invoicing or billing be referred to staff for clarification and resolution.

Following considerable discussion, the Committee agreed to submit the following recommendation to City Council for approval along with the explanatory note.

That the City of Hamilton participate in the Regional Program for Senior Citizens as outlined in the Bus Pass Sub-Committee report (TRA 88-090 Transit Fares for Seniors - A Framework for the Future) adopted as Section 6 of Report 10-88 of the Transportation Services Committee by Regional Council at their meeting 1988 September 20.

Note: For the information of the members of the City Council, the Finance Committee will report back to City Council in January 1989 on the method of financing the fare stabilization payment for the City of Hamilton.

Alderman Drury was recorded as opposed.

Replacment of Mobile Equipment in 1989

(d) Replacement of Mobile Equipment in 1989

As outlined in a report of the Treasurer, the Committee agreed to submit the following recommendation to City Council for approval.

That the Treasurer be authorized to allocate funds from the Reserve for Replacement of Mobile Equipment Account No. 0280-01, for the replacement of vehicles as summarized below:

| Section | Number of Vehicles | Estimated Amount |
|---|---|---|
| City Garage Pool | 36 | $ 441 600 |
| Fire - Replacement | 7 | $ 1 211 000 |
| - Additional Funding for Vehicle No. 1657 | 1 | $ 60 000 |
| Parking Authority | 1 | $ 15 120 |
| Public Works | 94 | $ 3 406 287 |
| TOTAL | 138 | $ 5 134 007 |

(d) Hamilton Municipal Retirement Fund - 1987 Actuarial Report

H.M.R.F. - 1987 Actuarial Report

As outlined in a report of the Treasurer dated 1988 September 30, the Committee agreed to submit the following recommendation to City Council for approval.

That the Actuarial Report dated 1988 August 22 prepared by the City of Hamilton's Actuaries, The Wyatt Company, indicating a fully funded position of the Hamilton Municipal Retirement Fund (HMRF) as at 1987 December 31, attached hereto as APPENDIX "B", be accepted with the approval of the following recommendations:

(i) That the City maintain the contribution rate of 5.75% of pensionable earnings until the next actuarial valuation of the Plan is conducted, and;

(ii) That actuarial valuations continue to be conducted annually so that fluctuations in contributions requirements can be minimized.

(f) Hamilton Municipal Retirement Fund - Surplus Disposition

H.M.R.F. - Surplus Disposition

As outlined in a report of the Treasurer dated 1988 December 01, the Committee agreed to submit the following recommendations to City Council for approval.

(i) That, upon termination or wind-up of the Hamilton Municipal Retirement Fund (HMRF), the Plan, to take place about the year 2050, any surplus shall revert to the Corporation of the City of Hamilton (Corporation) after satisfaction of all liabilities of the Plan, for disposition as the Corporation shall direct and applicable legislation may allow, and

(ii) That the Hamilton Municipal Retirement Fund By-law No. 7970 be amended to include the above recommendation.

It was noted that both recommendations with respect to the HMRF were approved by the HMRF Sub-Committee at its meeting held 1988 December 06.

(g) Write-off of Outstanding Business and Realty Taxes

Write-off - Outstanding Business and Realty Taxes

As outlined in a report of the Treasurer dated 1988 November 29, the Committee agreed to submit the following recommendation to City Council for approval.

That outstanding realty and business taxes in the amount of $102 027.42, be written-off in accordance with Section 495 of the Municipal Act, R.S.O., 1980 and charged to Account No. 0220, Tax Write-offs.

Note: Copies of the schedules outlining realty and business tax accounts which are, in the opinion of the Treasurer, uncollectible are available from the Secretary, Finance Committee or the Treasurer.

Funding of Additional School Crossing Guards at Various Locations

(h) Funding of Additional School Crossing Guards at Various Locations

As outlined in a report of the Treasurer dated 1988 December 06, the Committee agreed to submit the following recommendation to City Council for approval.

That the estimated cost of $1 850 for the remainder of 1988 to provide School Crossing Guard service at the intersections of Main Street and Sherman Avenue and Charlton Avenue and Walnut Street be funded from within the existing School Crossing Guard budget, on a overdraft basis if necessary.

Note: This project was approved by the Transport and Environment Committee at its meeting held 1988 December 05.

Grants Policy and Procedures

5. GRANTS POLICY AND PROCEDURES

As outlined in a report of the Grants Co-ordinator dated 1988 December 02, the Committee agreed to submit the following recommendations to City Council for approval, as amended.

That the existing Grants policy and procedures (both General and Convention/Reception Grants) be amended to incorporate the following changes:

(a) That a Grants Review Committee consisting of the Chief Administrative Officer, Treasurer and Director of Culture and Recreation be established;

(b) That the mandate of this Grants Review Committee is to:

(i) Review all grant requests to ensure completeness and compliance with policies;

(ii) Where necessary meet with grant applicants and/or request information to clarify the request;

(iii) Make recommendations to the Finance Committee on all grant requests;

(iv) Review and make recommendations to the Finance Committee on any changes to the Grants policy, procedures and applications;

(c) That the Finance Committee is to consider the recommendations of the Grants Review Committee and finalize any appeals prior to forwarding these recommendations to City Council.

(d) A two-thirds vote of the members of the Finance Committee present when the vote is taken is required to reverse a grant recommendation either at the initial approval or on appeal to the Finance Committee.

(e) That the following policy relative to Grants for organizations representing the City at national or international events outside of the City of Hamilton adopted by City Council 1986 February 25, be deleted.

"That a policy be established whereby grant applications received from organizations requesting funds to defray costs associated with representing the City of Hamilton at national or international events, by invitation only, outside of the City, will be eligible to apply for grant funds."

6. 1989 GRANT REQUESTS

1989 Grant Requests

The Committee was in receipt of a 1989 general grant request from the McMaster University Debating Society to participate in the Ninth Annual World Debating Championships at Princeton University, 1989 January 03 to 10.

In light of the fact that the Committee is recommending to City Council that the policy relative to grants for organizations representing the City at national or international events outside the City of Hamilton be deleted, the grant request from the McMaster University Debating Society was denied.

As outlined in a report of the Grants Co-ordinator dated 1988 December 01, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That approval be given to the following grant requests:

(i) A Convention/Reception Grant in the amount of $350 for the annual Silver Fox Basketball Tournament of 1989 January 13 to January 14;

(ii) A Convention/Reception Grant in the amount of $250 for the annual Kennedy Ontario Invitational Catholic Junior Boys Basketball Tournament 1989 February 04 - 05;

(iii) A Convention/Reception Grant in the amount of $2 000 for the Canadian MBA Conference 1989 January 13 to January 15;

(iv) A Convention/Reception Grant in the amount of $1 000 for the Duet Club of Hamilton for a reception as part of their 100th Anniversary Celebration 1989 February 08;

(v) A Convention/Reception Grant in the amount of $4 500 for the 1989 Karate Championships to be held at the Convention Centre 1989 February 25.

(b) That the approved grants above be provided for in the 1989 Grants Budget.

Alderman Copps was recorded as opposed to the grant to the 1989 Karate Championships.

It was noted that a financial statement will be submitted to the Grants Co-ordinator for review at the culmination of this event in a form satisfactory to the Treasurer.

Settlement of Claim Geraldine and Charles Fraser

7. SETTLEMENT OF CLAIM

As outlined in a report of Mr. James R. Turnbull of the law firm of Mackesy, Smye, Turnbull, Grilli and Jones dated 1988 October 17, the Committee agreed to submit the following recommendation to City Council for approval.

That the City of Hamilton pay the amount of $11 020 as an all-inclusive settlement of the claim of Geraldine Marguerite Fraser and Charles David Fraser for personal injuries as the result of a slip and fall, 1986 May 06.

Approved Settlment of Claims

8. APPROVED SETTLEMENT OF CLAIMS

As outlined in a report of the Secretary dated 1988 December 02, the Committee approved that an attached Summary Report containing a listing of approved settlement of claims, be received and that a copy be forwarded to City Council for information in accordance with approved City Council policy.

Adjournment

The meeting then adjourned.

Taken read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1988 December 06

Typed by M. J. Walton

FOR ACTION

2.

REPORT TO: Mr. J. D. Thompson,
Secretary, Finance Committee

FROM: Mr. J. G. Pavelka, P. Eng., DATE: 1
Director of Public Works
Mr. E. Matthews,
Treasurer, City of Hamilton

SUBJECT: Fabricating Crew Cabs for New Trucks

RECOMMENDATION:

That the cost of fabricating and installing crew cabs for two new sanding units, #9687 and #9688, at a cost of $6,000.00 each for a total of $12,000.00, be charged to Account Number 0280-01 - Reserve for Replacement of Mobile Equipment.

J. G. Pavelka, P. Eng.,
Director of Public Works

E. Matthews, City Treasurer

BACKGROUND:

During 1988, two new sanding trucks are being replaced and financed from the "Reserve for Replacement of Mobile Equipment" for delivery during 1989.

The engines, chassis and front cabs were purchased from Altruck Transportation Services, then sent to Frink for the installation of the sanding boxes and the electrical plow harnesses.

To complete the work, crew cabs are required to be installed on the chassis behind the front cab. The crew cabs are a separate cab behind the front cab where the staff sit while being transported to a job site. These crew cabs are heated and have windows like the front cabs and are a requirement of the Health & Safety Act.

FINANCIAL IMPLICATIONS:

Experience confirms that in-house fabrication costs are $6,000 per unit compared to approximately $16,000 in costs if the supply and installation of the crew cabs were tendered.

Accordingly, staff's practice has been to order the vehicles without these crew cabs and then to fabricate and install the crew cabs using City staff and resources.

Financing for this work has always been charged to the Reserve for Replacement of Mobile Equipment. For 1988, an appropriation of $2,789,800.00 was approved by City Council and the accumulated tender prices are $2,752,463.79, leaving a balance of $37,336.21 available for this work.

JGP:sl

cc: E. Matthews, Treasurer
A. den Otter, Fleet Superintendent
C. Murray, Assistant to the Fleet Superintendent

FOR ACTION

3.(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley, Manager
Purchasing

DATE: 1989 January 18
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: Various Janitorial Paper Products
as required

**RECOMMENDATION**
That a purchase order be placed with Lilo Products, Hamilton for various Janitorial Paper products in accordance with specifications issued by the Manager of Purchasing and unit price in vendor's tender.

NOTE: Lowest of four tenders received. Funds provided in various accounts

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS** (IF NONE, STATE N/A)
See above RECOMMENDATION

**BACKGROUND**
Tender Analysis

| DESCRIPTION | LILO | KAUMEYER | G.T. FRENCH | WYANT |
|---|---|---|---|---|
| SINGLEFOLD | 17.95 | 20.46 | 19.82 | 19.45 |
| TOTAL 650 CS. | 11,667.50 | 13,299.00 | 12,883.00 | 12,701.00 |
| MULTIFOLD | 19.20 | 21.52 | 20.85 | 19.28 |
| TOTAL 1800 CS. | 34,560.00 | 38,736.00 | 37,530.00 | 34,704.00 |
| INTERFOLD | 58.84 | 58.94 | 45.79 | 48.00 |
| TOTAL 125 CS. | 7,355.00 | 7,367.50 | 5,723.75 | 6,000.00 |
| TOILET TISSUE | 20.54 | 19.49 | 21.11 | 20.44 |
| TOTAL 1500 CS. | 30,810.00 | 29,235.00 | 31,665.00 | 30,660.00 |
| PAPER TOWELS | 27.89 | 30.70 | 30.06 | 29.30 |
| TOTAL 400 CS. | 11,156.00 | 12,280.00 | 12,024.00 | 11,720.00 |
| TOTAL CONTRACT | 95,548.50 | 100,917.50 | 99,825.75 | 95,785.00 |

FOR ACTION

3.(6)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley, Manager
Purchasing

DATE: 1989 January 17
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: Extension of Contract for
Window Washing, Various Civic Buildings

RECOMMENDATION

That the City exercise its option to extend the existing agreement with Skylight Window Cleaning Company, Hamilton, originally approved as Item 5 of the 10th Report for 1987 Finance Committee and approved by Council July 23, 1987.

NOTE: Only acceptable tender received. Funds provided in various accounts
Attached is a copy of recommendation approved by Council.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)

See above RECOMMENDATION

BACKGROUND

The first term of the contract was from July 1987 until November 1988.
The second term will terminate December 31, 1991.

Item 5 7 10 4h
Report 1987
Finance Com.

FOR ACTION

FROM T. Bradley, Manager of Purchasing

DATE 87.06.12

TO FINANCE COMMITTEE

To File No.

Attention Of

Your File No. 1-8.1

SUBJECT - WINDOW WASHING, VARIOUS CIVIC BUILDINGS

RECOMMENDATION

1. That a contract be awarded to Skylight Window Cleaning Company to wash windows at various Civic Buildings, including City Hall for a period ending December 31, 1988 with an option in favour of the City to extend for a second term ending December 31, 1991, at the following rates:

| | First Term ending December 31, 1988 | Second Term ending December 31, 1991 |
|---|---|---|
| Various Civic Buildings | $43,087.15 | $69,096.58 |
| City Hall | 27,737.15 | 44,962.23 |

2. That an agreement satisfactory to the City Solicitor be entered into between the City and the successful bidder.

NOTE: Only acceptable tender received. Funds provided in Various Accounts

D. Bradley

T. Bradley, Manager of Purchasing

BACKGROUND - Analysis for the five (5) year period

| | Skylight Window Cleaning | Skybright Window Cleaning |
|---|---|---|
| Various Civic Buildings | $112,183.79 | $114,923.29 |
| City Hall | 72,699.98 | 64,147.55 |
| | $184,883.77 | $179,070.84 |

Several months ago a tender was called for washing the windows of various Civic Buildings, Libraries, Police Department, Royal Botanical Gardens, Hamilton Place, Copps Coliseum and Hamilton Region Conservation Authority.

FOR ACTION

3.(c)

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

18

DEPT FILE:

SUBJECT: SUPPLY AND DELIVERY OF SAFETY SHOES, BOOTS AND RUBBER FOOTWEAR DURING 1989, PURCHASING STORES

**RECOMMENDATION**
That purchase orders be issued for the supply and delivery of Safety Shoes, Bootos and Rubber Footwear as and when required Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders as follows:

1. Emille Shoes Limited, Burlington

| | |
|---|---|
| Safety Shoes | $39.97 pair |
| Winter Safety Boots 10" | 29.38 pair |

2. Tatra Shoe Manufacturing, Dunnville

| | |
|---|---|
| Safety Boots 6" | $35.00 pair |
| Safety Boots 8" Insulated | 47.00 pair |
| Safety Boots 8" Non-insulated | 39.95 pair |

Provincial sales tax extra at 8%

NOTE: 1. Lowest of seven tenders received.
2. Lowest of six tenders received.
Funds provided in Stores Inventory Account #CH56103 28999.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Tender Analysis based on estimated usage

| | Item I | Item 2 |
|---|---|---|
| Emille Shoes Limited, Burlington | $13,135.50 | $32,994.60 |
| Tatra Shoe Manufacturing, Dunnville | 6,742.75 * | 28,548.50 |
| Underwood Shoes Limited, Ingersoll | 13,832.50 | 30,112.50 |
| Lawlor & Co., Hamilton | 14,130.00 | 37,089.50 |
| Safety Supply Canada, Richmond Hill | 18,930.00 | 31,615.00 |
| Collins Safety Inc., Mississauga | 19,437.50 | 34,235.00 |
| Vimod Rubber Company, Hamilton | 6,265.00 * | No Bid |

* Incomplete bids

3.(d)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 January 16
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** SUPPLY AND DELIVERY OF SHOVELS, RAKES, FORKS, HOES, ETC. DURING 1989, PURCHASING STORES

**RECOMMENDATION**
That a purchase order be issued to Charles Jones Industrial Ltd., Stoney Creek for the supply and delivery of Shovels, rakes, Forks, Hoes, etc., as and when required Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of seven (7) tenders received. Funds provided in various Stock Inventory Accounts.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Tender Analysis based on estimated usage

| | |
|---|---|
| Charles Jones, Stoney Creek | $28,560.41 |
| C. N. Weber, Hamilton | 30,089.42 |
| Bisco, Brantford | 30,167.18 |
| Wilkinson Kompass, Hamilton | 30,242.56 |
| Guillevin International, Hamilton | 30,267.13 |
| S. B. Simpson, Burlington | 30,692.63 |
| Acklands, Hamilton | 31,344.29 |

FOR ACTION

3.(k)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. T. Bradley, Manager
Purchasing

DATE: 1989 January 17
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: Extension of Contract for
Supply of Tires & Tire Maintenance

RECOMMENDATION
That the City exercise its option to extend the existing agreement with General Tire (formerly Astro Tire) Hamilton, originally approved as Item 8 of the 19th Report for 1986 Finance Committee.

NOTE: Lowest of 4 tenders received. Funds provided in various accounts
Attached is the recommendation approved by Council.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)
See above RECOMMENDATION

BACKGROUND
The first term of the Contract commenced on November 1, 1986 and ended November 31, 1988. The one additional term will terminate on October 30, 1989.

Purchase of tire and maintenance

The Committee approved the following recommendation of the Director of Purchasing respecting the purchase of tires and tire maintenance:

That a purchase order be placed with Astro Tires Ltd., Hamilton for the supply of tires and tire maintenance for the next thirty-six (36) months at the City's decision, in accordance with specifications issued by the Director of Purchasing and Vendor's tender, at the following prices. The successful bidder will be required to enter into an agreement satisfactory to the City Solicitor.

| | Rates for First 12 Months |
|---|---|
| Tire Maintenance | $ 3 500 per month |
| Emergency Calls | 38 per emergency call |
| Tires, approximately | 34 352 |
| | All plus 7% P.S.T. |
| | **Second Term** |
| Tire Maintenance | No Increase |
| Tires | 4% Increase |
| | **Third Term** |
| Tire Maintenance | 5% Increase |
| Tires | 5% Increase |

This Agreement shall commence on November 1, 1986 and shall terminate on November 30, 1988 with an option in favour of the City to renew the Contract for one (1) additional term at the rates specified in the tender terminating October 30, 1989.

NOTE: Lowest of four tenders received. Funding provided in Account No. 0331-0119.

Ontario Hydro land

The Committee approved the following recommendation of the Director of Real Estate respecting the Ontario Hydro Lands on Barton Street East and Brockley Drive:

That Ontario Hydro be advised that the surplus parcel of land on the north side of Barton Street East at Brockley Drive is not required for any municipal purpose.

NOTE: On July 10, 1986, Ontario Hydro advised that the subject parcel of land was surplus and available for sale. This information was circulated to all municipal departments. As the land is not required for any municipal purpose, we recommend that Ontario Hydro be so advised.

Claims

The Committee approved the recommendations of the City Solicitor respecting the following claims:

(a) That the claim of Kenneth William Wallace against the City be settled in the amount of $2 027.86 inclusive of interest and costs.

NOTE: This is in settlement of a claim issued against the City on June 13, 1985 as the result of a fall by Mr. Wallace on Delawana Drive at the intersection of Grandville Avenue on March 22, 1985.

(b) That the claims of Ilene and Winslow Cummings against the City and the Region be settled in the amount of $11 573.71, inclusive of interest, O.H.I.P., and the costs with the City paying $5 786.85, and the insurers for the Region paying $5 786.86.

FOR ACTION

3. (F)

*REPORT TO:* Mr. J. D. Thompson
Secretary. Finance Committee

FROM: Mr. T. Bradley. Manager
Purchasing

DATE: 1989 January 18
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: Extension of Contract for
Domestic Fuel Oil for Various Civic Buildings

RECOMMENDATION

That the City exercise its option to extend the existing agreement with Gillies Guy. Hamilton originally approved as Item 2 of the 13th Report for 1988 Finance Committee and approved by Council. October 30. 1988.

NOTE: Lowest of 2 quotations received. Funds provided in various accounts
Attached is the recommendation approved by Council.

T. Bradley, Manager of Purchasing

FINANCIAL IMPLICATIONS (IF NONE. STATE N/A)

See above RECOMMENDATION

BACKGROUND

The first term of the contract commenced in October 1988 and ended December 31. 1988
The second term will expire July 31. 1991.

3.(h)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 January 9
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** PURCHASE OF THREE CASH REGISTERS, TREASURY DEPARTMENT

**RECOMMENDATION**
That a purchase order be issued to Data Terminal Sales, Hamilton, in the amount of $20,719.80 for the purchase of Three (3) Electronic Cash Registers for the Treasury Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

NOTE: Lowest of four (4) quotations received. Funds provided in Motorized Equipment Account #0280-31.

As these machines are required prior to the first 1989 Tax Bill Notices being sent out, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Quotation Analysis

| | |
|---|---|
| Date Terminal Sales, Hamilton | $20,719.80 |
| Pip Retail Systems, Toronto | 21,951.00 |
| Hamilton Cash Register, Hamilton | 14,959.08 * |
| Armagh Cash Register Ltd., Hamilton | 9,088.20 * |

* Equipment does not meet specifications

# FOR ACTION

3.(i)

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1988 December 7
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: DEMOLITION 405, 407, 409 AND 411 SHERMAN AVENUE NORTH, HAMILTON

**RECOMMENDATION**

That a purchase order be issued to Meszaros Wrecking, Brantford in the amount of $27,000.00 to supply all labour and equipment necessary for the demolition of 405, 407, 409, and 411 Sherman Avenue North, Hamilton, in accordance with specifications issued by the Manager, Real Estate Division and Vendor's quotation.

NOTE: Lowest of three (3) quotations received. Funds provided in Enclaves Clearance Programme Account #0408-W75266.

Because this work cannot be approved by Council until late January, 1989 there will be additional security costs and continually boarding up of the property for protection of the property and citizens, this order has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

88.12.13

**BACKGROUND**-Quotation Analysis

| | |
|---|---|
| Meszaros Wrecking, Brantford | $27,200.00 |
| Brantford Wrecking, Brantford | 27,800.00 |
| Varga Bros. Wrecking Ltd., Caledonia | 29,651.00 |

4.(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1988 December 20
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **Service Contract - City/Regional Telephone Service - Bell Canada**

*RECOMMENDATION:*

1. That authorization be given for The Corporation of the City of Hamilton to enter into a Parts & Labour Service Agreement with Bell Canada to maintain the City's telephone system in City Hall from October 16, 1988 to October 15, 1989 on a "fee for service" basis.

2. That the Mayor and City Clerk be authorized to execute the Service Agreement on behalf of the City, which Agreement shall be in a form satisfactory to the City Solicitor.

D. W. Vyce

*FINANCIAL IMPLICATIONS:* *N/A*

*BACKGROUND:*

Since October 16, 1985, Bell Canada has been maintaining the Westcom 580 PBX telephone system installed in City Hall in 1981. Prior to October 1985, CTG Communications provided the same service. The contract with Bell Canada expired on October 15, 1988.

Bell Canada now requires the City, together with the Region, to enter into a new Service Agreement for a period of one year from October 16, 1988 to October 15, 1989. Unlike the previous Service Agreement wherein the Bell charged a flat rate of approximately $4,200.00 per month for both the City's and Region's systems, they now wish to charge for each service call placed by the customer, a "pay as you go" philosophy. This philosophy is brought about by the

Background Continued ...

difficulty Bell has experienced in maintaining the present system. Quite frankly, it is almost at the end of its useful life and Bell cannot guarantee that it can be maintained for much longer.

As a result, Bell Canada will only offer the City/Region a service contract on a "fee for each service call" basis. The fees are as follows:

2. For each service call placed by the Customer, charges for parts, labour and service calls shall be invoiced in accordance with the following:

   2.1 an administration charge of sixty-five dollars ($65.00) applies to each Bell Canada Work Site attendance; however, only one administration charge shall apply where multiple attendances are required to resolve a chronic intermittent trouble;

   2.2 labour charges for Bell Canada Work Site attendances apply as follows:

      2.2.1 between 0800 and 1700 hours Monday to Friday, statutory holidays excepted: i) eighty-five dollars ($85.00) for the first hour or fraction, sixteen dollars ($16.00) for each additional fifteen (15) minutes or fraction. ii) repair time in excess of one (1) hour is chargeable in minimum fifteen (15) minute increments.

      2.2.2 at times other than those specified in Section 2.2.1 (Other Time): i) $104.00 for the first hour or fraction, $20.50 for each additional fifteen (15) minutes or fraction.

      2.2.3 for work done on a call out basis entirely during Other Time, a minimum charge applies which is the equivalent of four (4) hours of Other Time.

      2.2.4 these labour rates are contained in Bell Canada General Tariff Item 4960. The labour rates, the definition of Other Time and the minimum number of hours billable during Other Time are subject to change, which changes are subject to approval by the CRTC.

With proper co-ordination of service requests emanating from one source, we believe we can maintain the system with the funds within the Property Maintenance Division Budget, until consideration is given to installing a new system.

Continued ...

c.c. Mr. Lou Sage, Chief Administrative Officer
Mr. K. A. Rouff, City Solicitor
Mr. R. Swan, Manager, Property Maintenance Division
Mr. E. C. Matthews, City Treasurer
Mr. G. S. Spencer, Regional Commissioner of Engineering
Attention: Mr. L. Franco

Draft Submitted by Bell Canada

# PARTS AND LABOUR SERVICE AGREEMENT

BELL CANADA

CUSTOMER NAME: City of Hamilton & Regional Municipality of Hamilton-Wentworth

ADDRESS: 119 King Street West, Hamilton, Ontario

WORK SITE: 71 Main Street West, Hamilton, Ontario

BILLING TEL. NUMBER: (416) 526-2700 / 526-4111

BILLING ADDRESS: 119 King Street West, Hamilton, Ontario

SERVICE PERIOD: FROM: 88 10 16 TO: 89 10 15

AGREEMENT NUMBER: _____

1. Bell Canada warrants, while this Agreement remains in force:

   1.1 it shall maintain at the Work Site the Customer's telephone equipment in good operating condition using trained and experienced technical personnel and replacement parts, subject to availability, which are new or equivalent to new in operation all in accordance with the terms and conditions set forth in this Agreement;

   1.2 it shall endeavour to repair defective components prior to replacement;

   1.3 that all work done by Bell Canada repair personnel and all parts repaired or replaced hereunder shall carry a thirty (30) day warranty against defects in workmanship and material from and including the day the repair is completed.

2. For each service call placed by the Customer, charges for parts, labour and service calls shall be invoiced in accordance with the following:

   2.1 an administration charge of sixty-five dollars ($65.00) applies to each Bell Canada Work Site attendance; however, only one administration charge shall apply where multiple attendances are required to resolve a chronic intermittent trouble;

2.2 labour charges for Bell Canada Work Site attendances apply as follows:

2.2.1 between 0800 and 1700 hours Monday to Friday, statutory holidays excepted: i) eighty-five dollars ($85.00) for the first hour or fraction, sixteen dollars ($16.00) for each additional fifteen (15) minutes or fraction. ii) repair time in excess of one (1) hour is chargeable in minimum fifteen (15) minute increments.

2.2.2 at times other than those specified in Section 2.2.1 (Other Time): i) $104.00 for the first hour or fraction, $20.50 for each additional fifteen (15) minutes or fraction.

2.2.3 for work done on a call out basis entirely during Other Time, a minimum charge applies which is the equivalent of four (4) hours of Other Time.

2.2.4 these labour rates are contained in Bell Canada General Tariff Item 4960. The labour rates, the definition of Other Time and the minimum number of hours billable during Other Time are subject to change, which changes are subject to approval by the CRTC.

2.3 Customer cancellation (of a request for service) between the time Bell Canada personnel being dispatched to and arriving at the Work Site shall subject the Customer to an administration charge of sixty-five dollars ($65.00).

2.4 charges for trouble calls cleared remotely shall be those described in Sections 2.2.1 (i) and 2.2.2 (i) and no administration charge shall apply.

2.5 charges for parts replacement shall be levied at Bell Canada's then current selling price:

2.5.1 major replacement components are chargeable at fifty percent (50%) of current selling price if the component is refurbishable; major components being replaced shall remain the property of Bell Canada.

2.5.2 minor replacement components ($200.00 or less) are chargeable at one hundred percent (100%) of current selling price.

2.6 charges for moving existing equipment shall be levied at Bell Canada's then current labour rates and selling prices. Labour charges for Scheduled Maintenance required by the Manufacturer in its specifications will be charged based on an administration charge of sixty-five dollars ($65.00) plus $85.00 for the first hour or fraction and sixteen dollars ($16.00) per subsequent fifteen (15) minute increments or fractions thereof.

2.7 all charges levied pursuant to Section 2 shall be due and payable thirty (30) days after the work is completed and invoice has been rendered.

3. a) Bell Canada warrants the terms and conditions of this Agreement will not change unless Bell Canada gives the Customer written notice sixty (60) days prior to the commencement of the renewal period of this Agreement. If the Customer is not satisfied with these changes (if any), an advice of non acceptance of new terms and conditions must be received by Bell Canada thirty (30) days prior to the end of the service period. Failure to do so will result in automatic renewal under the terms and conditions as amended by the Bell Canada notice. This renewal provision shall apply from year to year thereafter if this Agreement has not been otherwise terminated.

b) Rates quoted for service pursuant to this Agreement are proposed rates which, at the time they are quoted, are still subject to approval by the Canadian Radio-television and Telecommunications Commission (CRTC). In the event that the rates ultimately approved by the CRTC are higher than the rates quoted by Bell Canada and accepted by the Customer, the Customer will have the option to terminate this Agreement within thirty (30) days of receiving notice of the rates approved by the CRTC. In the event that the rates ultimately approved by the CRTC are lower than the rates quoted by Bell Canada and accepted by the Customer, the Customer will be charged the lower rates, as approved by the CRTC.

4. Upon the expiration of this Agreement or any renewal period thereof, the Customer shall have the opportunity to enter into a regular Extended Warranty Service Agreement subject to parts availability and provided all amounts due and owing to Bell Canada have been paid in full.

5. Bell Canada shall not be responsible for any special, indirect or consequential damages arising out of the service provided hereunder, use or operation of the equipment including additional equipment purchased during the term of this Agreement.

6. Delay in service and repair of the equipment will be excused by events beyond the reasonable control of Bell Canada.

7. Only Bell Canada personnel will be allowed to service and repair equipment while this Agreement is in force; otherwise, this Agreement is voidable at Bell Canada's option.

8. This Agreement is not transferable without the written consent of Bell Canada which shall not be unreasonably withheld.

9. This Agreement constitutes the entire Agreement between Bell Canada and the Customer with respect to services rendered hereunder and supersedes all previous negotiations, proposals, representations, commitments, writings and understandings of any nature whatsoever.

   This Agreement can only be amended, except as otherwise expressly set forth herein, in writing by a duly authorized signing officer of Bell Canada.

10. No legal action regardless of form arising out of this Agreement may be brought by either party more than two (2) years after the cause of action has arisen.

11. This Agreement shall be governed according to the Laws of the Province of Ontario.

IN WITNESS WHEREOF the Customer and Bell Canada have executed this Agreement under the hands of their duly authorized representatives effective on the date this Agreement is accepted and executed by Bell Canada.

| ACCEPTED FOR CUSTOMER BY:<br>(type or print) | ACCEPTED FOR BELL CANADA BY:<br>(type or print) |
|---|---|
| _____<br>SIGNATURE: | _____<br>SIGNATURE: |
| _____<br>TITLE: | _____<br>TITLE: |
| _____<br>(Authorized Representative) | _____<br>(Authorized Representative) |
| DATE: _____<br>Year Month Day | DATE: _____<br>Year Month Day |

CUSTOMER: City of Hamilton AGREEMENT NUMBER: _____

PARTS AND LABOUR

ADDENDUM B
==========

CUSTOMER: *Revised* CITY OF HAMILTON

JOB# H 32033

EXPIRY DATE 89 10 15

BTN# (416) 526-2700

SYSTEM: WESTCOM 580

| SERVICE UNITS | QTY | MTHLY RATE | YRLY TOTAL | QTY | # OF MTHS | MTHLY TOTAL |
|---|---|---|---|---|---|---|
| THE APPLICABLE SETS & ASSOCIATED WESTCOM 580 HARDWARE WILL BE COVERED UNDER PARTS & LABOUR | | | | | | |

PLEASE INVOICE:

QUARTERLY _____

ANNUALLY _____

TOTAL _____

O.P.S.T. @ 8% _____

GRAND TOTAL _____

QUARTERLY _____

ANNUAL PAYMENT WITH 5% DISCOUNT _____

PLEASE NOTE: ALL WARRANTY PLANS WILL BE CO-TERMINOUS AND RENEWED ON A YEARLY BASIS.

THIS IS: Addendum B____; a revised Addendum B____; an additional page to Addendum B____; which forms an integral part of the Extended Warranty Plan Agreement between Bell Canada and the Customer.

**ACCEPTED FOR CUSTOMER BY:** (type or print)

---
SIGNATURE

---
TITLE

---
(Authorized Representative)

DATE: ---

**ACCEPTED FOR BELL CANADA BY:** (type or print)

---
SIGNATURE

---
TITLE

---
(Authorized Representative)

DATE: ---

1988 10 11

REVISED

CENTREX III PRICING

FOR

ALL LOCATIONS PRESENTLY EQUIPPED WITH

LINES FROM THE EXISTING WESTCOM 580

| | MONTHLY RATE | SINGLE PAYMENT PLAN | SERVICE CHARGE |
|---|---|---|---|
| 1200 Locals | $26,222.40 | ----- | $150,000.00 |
| 2 Consoles | $ 510.00 | ----- | $ 1,400.00 |
| 1200 Touchtones | $ 1,080.00 | ----- | ----- |
| 60 Electronic Business Sets | $ 135.00 | $17,700.00 | $ 12,600.00 |
| 60 Electronic Business Sets with Digit Display | $ 177.00 | $28,500.00 | $ 12,600.00 |
| 10 Handsfree Units | $ 32.00 | $ 1,950.00 | ----- |
| 10 Add-On Modules | $ 9.50 | $ 2,600.00 | ----- |
| 722 Unity Sets | $ 424.60 | $60,216.00 | ----- |
| SMDR | $ 600.00 | ----- | ----- |
| 60 Speed Call Lists | $ 2,160.00 | ----- | ----- |
| TOTAL | $31,350.50 | $110,966.00 | $189,200.00 |

Note: Centrex Equipment Based on 3 Year Contract.

JAN - 6 1989

4.(6)

FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1989 January 4
*COMM FILE:*
*DEPT FILE:* 1.5.18

*SUBJECT:* **Lease - First Floor - 74 Hughson Street South to Canadian Mental Health Association**

*RECOMMENDATION:*

1. That the City of Hamilton renew the lease of 5,032.75 square feet on the first floor of 74 Hughson Street South with the Canadian Mental Health Association for a period of three years commencing December 1, 1988 and terminating November 30th, 1991; and

2. That the Mayor and City Clerk execute a lease document satisfactory to the City Solicitor.

Note: The Rent Schedule for the aforementioned space is calculated as follows:

5,032.75 square feet @ $11.50 per square foot per annum.....$57,876.62 to be paid in advance in equal monthly installments of $4,823.05 on the first day of each month commencing December 1st, 1988. The aforementioned rent includes taxes which amounted to $10,130.27 for 1988.

In addition to rent paid by the Canadian Mental Health Association, it is responsible for their proportionate share of the increase in operating costs and realty taxes over the Base Year of 1988.

Included in the rent paid are the availability of ten parking spaces.

The Canadian Mental Health Association will also cost share with the Regional Health Department for the parking lot snow removal as well as the costs incurred to provide the building's security system.

The lease shall contain a clause whereby the City upon one year's written notice may terminate the lease.

D. W. Vyce

*FINANCIAL IMPLICATIONS: (IF NONE. STATE N/A)*

All revenues from the above mentioned rent will be credited to account number CH - 44104 31106.

*BACKGROUND:*

In adopting Item 3 of March 11, 1986, City Council approved the leasing of 5,032.75 square feet at 74 Hughson Street South for the Canadian Mental Health Association. The lease term ended on November 30th, 1988.

Now that the lease with the Region for the second and third floor has been renewed, we have successfully negotiated new rental terms for the renewal of the lease with the Canadian Mental Health Association for the first floor space at 74 Hughson Street South.

The one year termination clause is required in the event the City requires the site for parking in association with the "Go Transit System" at the T.H. & B. Station.

c.c. - Mr. K.A. Rouff, City Solicitor

- Mr. E.C. Matthews, City Treasurer

- Mr. R. Swan, Manager, Property Maintenance Division

- Ms. Elizabeth Bourns
  Business Administrator
  Department of Health Services

JAN - 4 1989

4.(c)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1989 January 3
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **Capital Project for 1989-1993**

*RECOMMENDATION:*

That the following project be forwarded to the Co-Ordinating Committee for consideration in the 1989-1993 Capital Budget.

| Project | Cost | Year |
|---|---|---|
| 1. Replacement of Telephone System - City Hall | $130,000 | 1989 |

D. W. Vyce

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE ~~N/A~~)*

The overall cost (City and Region) of replacing the telephone system in City Hall and Regional Offices is $288,000.00. The City's portion of the cost is $130,000.00.

*BACKGROUND:*

In 1981, the City and the Region purchased a 'Wescom 580 PBX' telephone system to service City Hall and other office space of the Region connected to the City Hall System. This system is currently at its capacity and cannot be expanded and has become a major administrative impediment to the efficient conduct of business within the City and the Region. Bell Canada since 1985, has been maintaining our present system but it has not been without great difficulty and substantial cost. The present system is almost at the end of its useful life and Bell Canada cannot guarantee that the system can be maintained for much longer. In this past year alone, the Region has installed forty private lines within various departments because the existing system is at capacity and cannot be expanded.

It is therefore imperative that the telephone system be replaced as soon as possible for our voice communication network to be maintained and guaranteed.

Bell Canada has recommended to the City and the Region, the installation of their Centrex III System which will facilitate the integration and transmission of voice, text, data and image information between terminals, computers and other elements of office automation equipment ranging from word and data processors to facsimile equipment.

While the system is capable of serving all divisions of the City and Region, including H.E.C.F.I., Parking Authority, Fire Department, Public Library, H.S.R., Health Department and Police Department, in order to solve the immediate and pressing problem with the existing telephone system at City Hall and the Regional offices, it is our opinion that we should commence with this installation as a first phase and at a later date, integrate with other users. This will allow the other divisions of the administration to assess the effectiveness of the system in meeting their specific requirements and will reduce the initial capital outlay.

The total cost of installing Bell Canada's Centrex III System for the City and Region and all municipal branches is approximately $510,000.00. The cost of Phase I, that is City Hall and the Regional offices is $288,000.00, allocated as follows:-

| | |
|---|---|
| City | $130,000.00 |
| Region | $158,000.00 |

The Region will be considering a recommendation from their staff to install the Centrex III System for all locations presently equipped with lines from the existing system, with the Region initially financing the total cost, of $288,000.00 and invoicing the City for its portion of the cost ($130,000.00) when the installation occurs. This recommendation will be presented before the next meeting of the Regional Accommodation Committee to be held early in January 1989.

Assuming approval of the recommendation by both the City and the Region, it is expected the new system would be operational by June 1989.

I enclose an "Executive Summary" from Bell Canada which provides further details and advantages of the Centrex III System.

Encl.

c.c. - Mr. L. Sage, Chief Administrative Officer
- Mr. E.C. Matthews, City Treasurer
- Mr. E.C. Matthews, City Treasurer Attention: Mr. B. Hotrum
- Mr. R. Swan, Manager, Property Maintenance Division
- Mr. J. Hindson, Director of Information Systems
- Mr. G.S. Spencer, Regional Commissioner of Engineering
Attention: Mr. L. Franco

Several years ago the City of Hamilton and the Regional Municipality of Hamilton Wentworth made a decision to purchase a Westcom 580 PBX system. This system is at capacity for trunks, extensions, etc. and can not be expanded.

The City and Region will be called upon to make an important decision in replacing the existing switch. Bell Information Systems on behalf of Bell Canada would like to take this opportunity to provide the City and Region with an alternative service. The purpose of this document is to provide an overview of our recommendation - Centrex III.

Technological advances have provided a wide array of business equipment that is capable of improving a company's ability to communicate voice, data, text and image information. At the same time, however, much of this business equipment has a limited ability to make a long-term contribution to efficient and effective operations.

In a major move toward linking and integrating office equipment, there have been recent research developments and business committments by Bell Information Systems and Northern Telecom. This makes it possible to gain significant operational improvements and cost reductions via service integration. Centrex III facilitates the integration and transmission of voice, text, data, and image information between terminals, computers, and other elements of office automation equipment ranging from word data processors to facsimile equipment.

There is little doubt that the movement toward integrated offices and manufacturing will be exciting. However, it will also mean different things to different organizations. Integration will have varying applications and it may be wrong to assume at this time that everything, by necessity, will be integrated.

For this reason, it is our position at Bell Information Systems that a level of integration consistent with the business requirements of our customers will be developed and marketed.

Information today is a resource as important to the future of most organizations as financial or human resources. Selecting the best communication system to move and manage information is one of the most critical strategic decisions facing The City & Region.

Our respective organizations understand these issues. This is why Bell Information Systems feels that Centrex III service best meets the needs of The City and Region.

Centrex III installed by Bell Information Systems will minimize capital investment by The City and Region. Whenever possible, existing facilities will be utilized to support the system.

Cont'd ... 2

The Centrex III will provide features such as:

1. Call Detail Recording from all extensions on the system
2. Distinctive Ringing for internal and external calls
3. Do not disturb
4. Connectivity via 4 digit dialing to all central locations ie. Police, HECFI, Library, HSR, Health Department etc.
5. Unlimited growth
6. No equipment room required therefore, a savings on floor space
7. 24 hour maintenance
8. Long Distance billing from Bell by individual extension number.

This covers a few of the many features Centrex III will provide.

REVISED

CENTREX III PRICING

FOR ONLY

REGION OF HAMILTON-WENTWORTH

LOCATIONS PRESENTLY EQUIPPED WITH

LINES FROM THE EXISTING WESTCOM 580

| | MONTHLY RATE | SINGLE PAYMENT PLAN | SERVICE CHARGE |
|---|---|---|---|
| 700 Locals | $15,297.33 | | $ 87,500.00 |
| 1 Console | $ 255.00 | | $ 700.00 |
| 700 Touchtones | $ 630.00 | | |
| 30 Electronic Business Sets | $ 67.50 | $ 8,850.00 | $ 6,300.00 |
| 30 Electronic Business Sets with Digit Display | $ 88.50 | $14,250.00 | $ 6,300.00 |
| 6 Handsfree Units | $ 19.20 | $ 1,170.00 | |
| 6 Add-On Modules | $ 5.70 | $ 1,560.00 | |
| *375 Unity Sets | $ 222.53 | $31,275.62 | |
| SMDR | $ 600.00 | | |
| 30 Speed Call Lists | $ 1,050.00 | | |
| TOTAL | $18,235.76 | $57,105.62 | $100,800.00 |

NOTE: Centrex Equipment Based on 3 Year Contract.

*ASSUMPTION ON NUMBER OF SETS TO BE REPLACED

REVISED

CENTREX III PRICING

FOR ONLY THE

CITY OF HAMILTON

LOCATIONS PRESENTLY EQUIPPED WITH

LINES FROM THE EXISTING WESTCOM 580

| | MONTHLY RATE | SINGLE PAYMENT PLAN | SERVICE CHARGE |
|---|---|---|---|
| 500 Locals | $10,925.07 | ---------- | $62,500.00 |
| 1 Console | $ 255.00 | ---------- | $ 700.00 |
| 500 Touchtones | $ 450.00 | ---------- | ---------- |
| 30 Electronic Business Sets | $ 67.50 | $ 8,850.00 | $ 6,300.00 |
| 30 Electronic Business Sets with Digit Display | $ 88.50 | $14,250.00 | $ 6,300.00 |
| 4 Handsfree Units | $ 12.80 | $ 780.00 | ---------- |
| 4 Add-On Mondules | $ 3.80 | $ 1,040.00 | ---------- |
| *347 Unity Sets | $ 204.07 | $28,940.38 | ---------- |
| **SMDR | ---------- | ---------- | ---------- |
| 30 Speed Call Lists | $ 1,050.00 | ---------- | ---------- |
| TOTAL | $13,056.74 | $53,860.38 | $75,800.00 |

Note: Centrex Equipment Based on 3 Year Contract

*ASSUMPTION ON NUMBER OF SETS TO BE REPLACED

**SMDR BILLED AT $600.00 MONTHLY TO REGION

Plan Tel

Plan Tel Consultants Inc.

341 Main Street North, Suite 200
Brampton, Ont., L6X 1N5
Tel. (416) 452-9800
Fax. (416) 452-9899

July 29, 1988

Regional Municipality of Hamilton-Wentworth,
Floor 6,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4

Attention: Mr. R. J. Patrick,
Director Engineering Operations
Regional Engineering Department,

Plan Tel Consultants has reviewed the proposal for a new, state-of-the-art telecommunications system for the Regional Municipality of Hamilton-Wentworth. Corresponding with the joint concensus of the Steering Committee, we support the Region's decision to select a Centrex III system.

Given the numerous locations to be served, with varied densities of people who must communicate and share information, Centrex III becomes the logical selection. The flexibility inherent with Centrex III, to add or delete large quantities of lines in short time frames, will prove very practical and economical. There would be no shortage of trunks as might happen with stand-alone systems.

Another advantage of Centrex III is that the switching equipment is at the local central office. No equipment room is required on the Corportation's premises. Response to trouble calls is almost immediate since there are always technicians available at the central office.

The low initial capital outlay is another attractive feature of a Centrex system. The sets could be purchased up front or leased.

Given that the Region will eventually be transmitting data over the network, Centrex III again facilitates access to all users; even locations with a few people. Growth of data stations can be done as easily and quickly as the voice stations.

In addition, the offer to replace the Wescom 580 PBX with a SL-1 free of charge, until the Centrex III system can be implemented, appears to be a very attractive option.

Hence, given all of the above and with the information provided by the Region of Hamilton-Wentworth, Plan Tel concurs in the proposal to acquire a Centrex III system. Plan Tel also concurs in the recommendations associated with this proposal.

Yours truly,

PLAN TEL CONSULTANTS INC.

R. E. Eskinazi,
Projects Manager.

REE/pm

cc D. Danylkiw

City of Hamilton
Treasury

1989-1993 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PROPERTY DEPARTMENT

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Replacement of Telephone System

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for the replacement of the telephone system serving City Hall and Region offices with Bell Canada's Centrex III System.

4. (a) PROJECT STARTING DATE: 1989

   (b) PROJECT FINISHING DATE: 1989

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1989

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 288,000

   (b) SUBSIDIES AND OTHER RECEIPTS: $ 158,000 (Region)

   (c) CITY'S COST: $ 130,000

| 6. (a) YEAR OF EXPENDITURE | | NO. OF PERSON YEARS CREATED |
|---|---|---|
| - 1989 | $ 130,000 | 2 |
| - 1990 | $ | |
| - 1991 | $ | |
| - 1992 | $ | |
| - 1993 | $ | |
| - 1994 AND AFTER | $ | |

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 2

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION BY EXECUTIVE COMMITTEE OR CITY COUNCIL:
   Present telephone system cannot be expanded one iota, is near the end of its useful life and has become difficult and costly to maintain. Failure to replace the system could result in a total breakdown of our communications network.

10. HAVE YOU PRESENTED THIS PROJECT BEFORE? YES ☐ NO ☒

    IF YES, PLEASE INDICATE FOR WHAT YEAR 19☐☐

Signature of Department Head/Local Board Manager (for Standing Committee)

January 3, 1989
Date

Signature of C.A.O. (for Executive Committee)

Date

JAN 13 1989

FOR ACTION

5.(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 January 10
*COMM FILE:*
*DEPT FILE:* *10ST-TX00*

*SUBJECT:* Realty and Business Tax Prelevy Mill Rates for 1989

*RECOMMENDATION:*

That the prelevy residential and non-residential mill rates for 1989 be established at figures slightly below 50% of the 1988 respective mill rates as follows:

1. (a) That a real property tax prelevy mill rate of 149 mills be established for 1989 to be billed in two instalments of 74.5 mills each, payable February 28th and March 31, 1989. This prelevy rate represents 49.794% of the 1988 residential mill rate.

   (b) That a business tax prelevy mill rate of 176 mills be established for 1989 to be billed in one instalment, payable February 28, 1989. This prelevy rate represents 49.994% of the 1988 non-residential mill rate.

2. That a non-metered water and sewer surcharge prelevy, be established on behalf of the Regional Municipality of Hamilton-Wentworth, based on approximately 50% of the 1988 charge, to be billed in two equal instalments, payable February 28th and March 31, 1989.

E. C. Matthews

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

To enable the City to bill a prelevy of approximately $150,000,000.00 in realty and business taxes.

*BACKGROUND:*

For more than twenty years, the Corporation has collected two instalments of real property taxes prior to approval of the annual estimates by City Council. In 1974, the Corporation authorized the collection of an instalment of business tax prior to the approval of the annual estimates for 1974.

BACKGROUND - Cont'd

These instalments of taxes, known as the prelevy, are restricted by the Municipal Act to 50% of the prior year's residential and non-residential public school mill rates for realty and business taxes, respectively.

I have indicated herein the prelevy mill rates for the years 1979 to 1988, inclusive, and the recommended rate for 1989.

(a) Realty Taxes

| Year (1) | Prelevy Mill Rate (2) | Prior Year's Residential Public School Mill Rate (3) | % of Prelevy Rate of Prior Year's Rate (4) |
|---|---|---|---|
| 1979 | 74.0 | 148.7276 | 49.755 |
| 1980 | 82.0 | 165.4649 | 49.577 |
| 1981 | 85.0 | 171.8638 | 49.458 |
| 1982 | 93.0 | 187.3379 | 49.643 |
| 1983 | 102.0 | 205.4674 | 49.643 |
| 1984 | 108.0 | 217.5770 | 49.638 |
| 1985 | 114.0 | 229.0207 | 49.777 |
| 1986 | 121.0 | 243.6926 | 49.653 |
| 1987 | 127.0 | 254.5864 | 49.885 |
| 1988 | 140.0 | 281.6820 | 49.701 |
| Recommended for 1989 | 149.0 | 299.2330 | 49.794 |

(b) Business Taxes

| Year (1) | Prelevy Mill Rate (2) | Prior Year's Residential Public School Mill Rate (3) | % of Prelevy Rate of Prior Year's Rate (4) |
|---|---|---|---|
| 1979 | 85.0 | 170.7452 | 49.782 |
| 1980 | 94.0 | 189.8749 | 49.506 |
| 1981 | 101.0 | 202.1927 | 49.952 |
| 1982 | 110.0 | 220.3975 | 49.910 |
| 1983 | 120.0 | 241.7264 | 49.643 |
| 1984 | 127.0 | 255.9730 | 49.615 |
| 1985 | 134.0 | 269.4360 | 49.734 |
| 1986 | 143.0 | 286.6973 | 49.878 |
| 1987 | 149.0 | 299.5135 | 49.747 |
| 1988 | 165.0 | 331.3906 | 49.790 |
| Recommended for 1989 | 176.0 | 352.0389 | 49.994 |

BACKGROUND - Cont'd

Accordingly, it is recommended that prelevy rates be established in 1989, at, or near, the 50% maximum of the 1988 rates, as provided by Legislation.

As established in 1976, the City will again prelevy non-metered water and sewer surcharge on behalf of the Region. This prelevy will be approximately 50% of the 1988 charge, divided into two equal instalments, payable February 28th and March 31, 1989.

WGG/ce

5.(b)

JAN 11 1989

FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 January 11
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **TRANSIT ASSISTED FARES -- GROUP "A" - DISABLED AND HANDICAPPED PERSONS**

*RECOMMENDATION:*

That the user fee for the purchase of bus passes and tickets for Group "A" (Disabled and Handicapped Persons) be increased from $25.00 to $28.00 per month (bus passes) and 65¢ to 70¢ per ticket effective for the sale of bus passes for March, 1989 and tickets February 1, 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

The 05¢ per ride fare increase for 1989 is recovered in its entirety from the user which results in no cost to the City.

*BACKGROUND:*

This Program has been in effect since the late 1960's. The user purchases a monthly pass or tickets at a reduced fare and the City subsidizes each fare by direct payments to The Hamilton Street Railway Company Limited.

On December 20, 1988, Regional Council approved a fare increase effective January 1, 1989. The fare increase is from $39.00 to $41.00 for an adult monthly bus pass, $1.05 to $1.10 cash fare and $1.00 to $1.10 for tickets. With the exception of 1988, City policy and practice in the past has been to pass this fare increase in its entirety to the user of the system.

It is therefore recommended that the user fees for the Group "A" (Disabled and Handicapped Persons) be increased effective for the sale of monthly bus passes for March, 1989, and tickets February 1, 1989 as follows:

| | User Fee | |
|---|---|---|
| | 1988 | 1989 |
| Detail | Fare | Fare |
| (1) | (2) | (3) |
| Monthly bus pass | $25.00 | $28.00 |
| Tickets | .65 | .70 |

In addition, the 1989 User fees will be equivalent to those charged by The Hamilton Street Railway Company Limited in their Student/Special Adult Program.

c.c. Mr. E. A. Simpson, City Clerk
Mr. T. Daw, Manager of Revenue
Mr. H. O. Schweinbenz, Commissioner of Transportation
Mr. Lou Sage, Chief Administrative Officer

5.(c)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 January 13
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **TRANSIT ASSISTED FARES - SENIOR CITIZENS (AGE 70 AND OVER)**

*RECOMMENDATION:*

That the user fee for the purchase of an annual bus pass for Senior Citizens (Age 70 and over) be increased from $28.75 to $30.00 annually (from $2.40 to $2.50 per month) effective for the renewal of annual bus passes valid from April 1, 1989 to March 31, 1990.

**NOTE**: The 1989/1990 annual bus pass will be available only to those seniors who were in receipt of a pass which expired March 31, 1989.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

The 1989 estimates for the total cost of this program is $3,631,600 with user fees estimated at $325,240.

*BACKGROUND:*

On December 20, 1988, Regional Council approved a fare increase effective January 1, 1989, in part as follows:

| | Fares | |
|---|---|---|
| | 1988 | 1989 |
| Adult | | |
| Cash | $ 1.05 | $ 1.10 |
| Ticket | 1.00 | 1.10 |
| Pass (monthly) | 39.00 | 41.00 |
| Student/Special Adult | | |
| Cash | 1.05 | 1.10 |
| Ticket | .65 | .70 |
| Pass (monthly) | 26.50 | 28.00 |

These increases represent a "nickel-a-ride" philosophy.

....2

BACKGROUND: Ctd.

Presently the City pays directly to the H.S.R. the Student/Special Adult pass rate on a monthly basis -- $26.50 per pass or $318.00 per year. At the 1989 pass rate of $28.00, each pass will cost the City $336.00 per year, an increase of $18.00.

A modest user fee increase of $1.25 per year per pass is recommended in order to recover a portion of the 1989 fare increase.

The estimated total cost for 1989 for the Senior Citizens (Age 70 and over) program is $3,631,600 with a recovery through user fees ($30.00 per year) estimated to be $325,240.

Tentatively, on April 1, 1989, the H.S.R. will initiate a $25 - 25¢ seniors program for those seniors 65 years of age and over. This program is to be phased-in over three years (Ages 68 and 69 in 1989, 66 and 67 in 1990, and 65 in 1991) effectively replacing their current program (reduced fare for $28.00 per month) and our Age 70 and over program.

c.c. Alderman D. Christopherson, Alderman, Ward 4
Mr. Lou Sage, Chief Administrative Officer
Mr. E. A. Simpson, City Clerk
Mr. H. O. Schweinbenz, Commissioner of Transportation
Mr. T. Daw, Manager of Revenue

5. (d)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 January 19
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* DRAFT BY-LAW FOR THE AUTHORIZATION TO BORROW MONIES TO PAY OFF BANK OVERDRAFTS IN RELATION TO CURRENT EXPENDITURES

*RECOMMENDATION:*

That the Finance Committee submit to City Council, for their approval, the draft by-law for the authorization to borrow monies to pay off bank overdrafts for 1989, as and when they arise for current expenditures to a maximum of $8,000,000.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

Attached is a draft borrowing by-law for current expenditures.

The Municipal Act, Revised Statute of Ontario, 1980, Chapter 302, as amended under Subsection (1) of Section 189, authorizes as follows:

> "A council may by by-law either before or after the passing of the by-law for imposing the rates for the current year authorize the head and treasurer to borrow from time to time by way of promissory note such sums as the council considers necessary to meet, until the taxes are collected, the current expenditures of the corporation for the year, including the amounts required for sinking fund, principal and interest falling due within the year upon any debt of the corporation, school purposes, special rates purposes, and for any board, commission or body and other purposes for which the corporation is required by law to provide."

During the course of conducting the City business, it is necessary from time to time to overdraw bank accounts to pay for approved amounts as the City funds were fully invested at that time. It is also more economical to borrow monies to pay off these accounts rather than to cash short term investments at a lower rate of return.

Att'd

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize the Borrowing of $8.000.000.00 to
Finance Bank Overdrafts as and when
they Arise from Current Expenditures

**Whereas** the Council of The Corporation of the City of Hamilton (hereinafter called the "Municipality") deems it necessary to borrow the sum of $8,000,000.00 or lesser amount not cumulative subject to the cumulative total of 70% of the annual uncollected balance of the estimated revenue to pay for temporary bank overdrafts as and when they arise in relation to the current expenditures of the Municipality for the year;

**And Whereas** the total amount of the estimated revenues of the Municipality as set forth in the preliminary estimates adopted for the year 1989, is $150,000,000.00;

**And Whereas** the total of amounts heretofore may be borrowed for the purposes mentioned in Subsection (1) of Section 189 of the Municipal Act, R.S.O. 1980, Chapter 302, as amended;

**Therefore** the Council of The Corporation of the City of Hamilton hereby enacts as follows:

1. The Mayor and the Treasurer are hereby authorized on behalf of the Municipality to borrow from time to time by way of promissory note from the CANADIAN IMPERIAL BANK OF COMMERCE a sum or sums not exceeding the aggregate $8,000,000.00 to pay off temporary bank overdrafts for the current expenditures of the Municipality for the year, including the amounts required for the purposes mentioned in Subsection (1) of Section 189 of the Municipal Act, and to give on behalf of the Municipality to the Bank a promissory note or notes sealed with the Corporate Seal and signed by the Mayor and Treasurer for the monies so borrowed with interest at such rate as may be agreed upon from time to time with the Bank.

2. All sum borrowed pursuant to the authority of this by-law, as well as all other sums borrowed in this year and in previous years from the said Bank for any or all of the purposes mentioned in the said Section 189, shall, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when such revenues are received.

3. The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the monies hereafter collected or received either on account or realized in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for such purpose.

**PASSED this** **day of January** A.D. 1989

CITY CLERK

MAYOR

FOR INFORMATION

5(2

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 January 20
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 PRELIMINARY CURRENT ESTIMATES**

*FINANCIAL IMPLICATIONS:*

*The attached budget summaries, including proposed new staffing and other expansion items, would impact financially as follows:*

*1) City expenditures would increase by 10.8% over 1988;*

*2) City revenues would increase by 2.3% over 1988;*

*3) The mill rate increase (tax increase) would be approximately 12.6% or $55.00 increase to the average taxpayer for City services.*

*BACKGROUND:*

On January 19, 1989, I presented a broad overview of the 1989 preliminary estimates to a joint meeting of City Council, Department Heads and Managers of Local Boards. My message to this group was confined to several basic points:

1. Actual Mill Rate Increases for City services have, on average, been less that both the Region and Education over the last two terms of Council.

2. Revenues projected for 1989 have increased by 2.3% over 1988 and are analysed as follows:

   (a) 75% comes from Taxation (all forms) and for which this ratio has been rising over the past several years.

   (b) 10% comes from Provincial Grants made up of Unconditional (7.5%) and Conditional (2.5%) Grants. The Province has announced that municipalities will receive no increase in their Unconditional Grants in 1989.

   (c) 15% comes from Other Revenue which includes fines, licences and permits, investment interest and other user fees. The net total of this source has increased by less than 1% over 1988.

BACKGROUND - continued

3. Expenditures projected for 1989 have increased by 10.8% over 1988 and are comprised of:

   (a) Inflationary pressures have caused an overall (combined) 4.2% increase on the 1988 base, translating to $5.7 million.

   (b) Adjustments account for a further 3.7% of the increase, much of this non-discretionary cost increases, such as debt charges and legislated or Council-mandated programs; these items total approximately $5 million.

   (c) New or Expanded Services total approximately 2.9% increase over 1988 ($3.8 million), and reflects the pressure for increased staffing and other expenditures resulting from the need or demand for more and improved service to the community.

The net result of all this is that it would appear that a tax increase in the 8% plus range is required simply to maintain services at their present level, and that this would be increased by whatever new staffing or other service improvements are approved during the budget reviews.

The next step in the budget process is a detailed review of each budget by the Standing Committees in February. Following this, a further meeting of Council will be held to discuss the results of the Standing Committees' deliberations. It is hoped the current budget can be approved in its final form at the Council meeting of March 29, 1989.

Enclosed are three summaries for your information and discussion:

1) Page 1 - Summary of the 1989 Taxation Requirement;

2) Page 2 - Summary of Revenues;

3) Pages 3 - 15 - Summary of Expenditures by Standing Committee Responsibility.

Encls.

CITY OF HAMILTON - TREASURY
SUMMARY OF THE 1989 TAXATION REQUIREMENT

| Description (1) | 1988 Estimate (2) | 1989 Original Estimate (3) | 1989 Adjustment Increase+ Decrease- (4) | 1989 Resultant Estimate (5) | Change over 1988 Estimate Amount (6) | Change over 1988 Estimate Percent (7) |
|---|---|---|---|---|---|---|
| **A. Summary of City Requirements Only** | | | | | | |
| Expenditures | 135,441,430 | 150,012,540 | | 150,012,540 | 14,571,110 | 10.8% |
| Revenues | 135,441,430 | 138,561,460 | | 138,561,460 | 3,120,030 | 2.3% |
| Additional Tax Requirement for 1989 | | 11,451,080 | | 11,451,080 | 11,451,080 | |
| Summary of 1989 Total Levy | | | | | | |
| 1. 1988 Levy | 88,316,600 | 88,316,600 | | 88,316,600 | | |
| 2. Levy increase-from a 3.14% Assessment increase | | 2,781,690 | | 2,781,690 | 2,781,690 | |
| 3. Additional Tax Requirement as outlined above | | 11,451,080 | | 11,451,080 | 11,451,080 | |
| Total Levy | 88,316,600 | 102,549,370 | | 102,549,370 | 14,232,770 | 16.1% |
| **B. Total Mill Rate Comparisons** | 1988 Mill Rates | 1989 Proposed Mill Rates | | | | |
| Residential | | | | | | |
| City (1% +/- = $910,982) | 87.7568 | 98.7879 | | 98.7879 | 11.0311 | 12.6% |
| Region | 73.3187 | | | | | |
| Education | 138.1575 | | | | | |
| Total Residential Mill Rate | 299.2330 | | | | | |
| Non-Residential | | | | | | |
| City | 103.2433 | 116.2211 | | 116.2211 | 12.9778 | 12.6% |
| Region | 86.2574 | | | | | |
| Education | 162.5382 | | | | | |
| Total Non-Residential Mill Rate | 352.0389 | | | | | |

NOTE: One Residential Mill for 1989 is estimated at $1,038,076.
89/01/17

5.(E)

CITY OF HAMILTON
TREASURY

1989 COMPARATIVE STATEMENT OF ESTIMATES

SUMMARY OF REVENUES

| ACTUAL 1987 (1) | ESTIMATED ACTUAL 1988 (2) | ESTIMATE 1988 (3) | ACCOUNT NUMBER (4) | DESCRIPTION (5) | ORIGINAL ESTIMATE 1989 (6) | COUNCIL/ COMMITTEE ADJUSTMENT INCREASE+ DECREASE- (7) | RESULTANT APPROPRIATION 1989 (6+7) (8) | INCREASE+/DECREASE- OVER 1988 ESTIMATES AMOUNT (8-3) (9) | PERCENT (9/3) (10) |
|---|---|---|---|---|---|---|---|---|---|
| 1,750,000 | 1,500,000 | 1,500,000 | 0301 | SURPLUS FROM PREVIOUS YEAR | 1,250,000 | | 1,250,000 | (250,000) | -16.7 |
| | | | | TAXATION | | | | | |
| 82,996,978 | 88,179,958 | 88,316,600 | 0302-01 | PRELIMINARY ESTIMATE-1989 LEVY | 88,316,600 | 11,451,080 | 99,767,680 | 11,451,080 | 13.0 |
| | | | 0302-02 | INCREASE IN LEVY RESULTING FROM A 3.1% INCREASE IN ASSESSMENT | 2,781,690 | | 2,781,690 | 2,781,690 | |
| 1,153,324 | 3,257,753 | 989,840 | -03/04 | SUPPLEMENTARY | 1,200,000 | | 1,200,000 | 210,160 | 21.2 |
| 2,317,388 | 2,197,976 | 2,230,360 | -06/07/09 | SPECIAL ASSESSMENTS | 2,235,640 | | 2,235,640 | 5,280 | 0.2 |
| 86,467,690 | 93,635,687 | 91,536,800 | | TOTAL TAXATION REVENUES | 94,533,930 | 11,451,080 | 105,985,010 | 14,448,210 | 15.8 |
| | | | | OTHER REVENUES | | | | | |
| 21,281,119 | 21,536,250 | 21,437,530 | 0303 | CONTRIBUTIONS,GRANTS,SUBSIDIES | 21,930,880 | | 21,930,880 | 493,350 | 2.3 |
| 4,784,089 | 4,773,960 | 4,532,460 | 0304 | LICENCES & PERMITS | 4,338,110 | | 4,338,110 | (194,350) | -4.3 |
| 5,200,671 | 6,329,000 | 5,995,000 | 0305 | INTEREST,TAX PENALTIES,ETC | 6,212,000 | | 6,212,000 | 217,000 | 3.6 |
| 1,008,278 | 1,042,620 | 1,040,240 | 0306 | RENTS,CONCESSIONS,FRANCHISES | 1,069,550 | | 1,069,550 | 29,310 | 2.8 |
| 2,089,422 | 2,010,250 | 2,248,760 | 0307 | FINES | 2,014,250 | | 2,014,250 | (234,510) | -10.4 |
| 524,219 | 619,400 | 463,780 | 0308 | SERVICE CHARGES | 580,780 | | 580,780 | 117,000 | 25.2 |
| 2,947,705 | 2,664,469 | 3,116,500 | 0309 | RECREATION & COMMUNITY SERVICES | 2,835,840 | | 2,835,840 | (280,660) | -9.0 |
| 1,532,630 | 1,374,430 | 1,282,530 | 0310 | MISCELLANEOUS | 1,480,320 | | 1,480,320 | 197,790 | 15.4 |
| | 406,500 | 406,500 | 0311 | TRANSFER FROM RESERVES | 406,500 | | 406,500 | 0 | 0.0 |
| 1,051,592 | 1,104,580 | 1,104,580 | 0313 | CEMETERIES | 1,149,590 | | 1,149,590 | 45,010 | 4.1 |
| 705,856 | 776,750 | 776,750 | 0315 | RECOVERIES FROM OTHER DEPTS. | 759,710 | | 759,710 | (17,040) | -2.2 |
| 41,125,581 | 42,638,209 | 42,404,630 | | | 42,777,530 | 0 | 42,777,530 | 372,900 | 0.9 |
| 129,343,271 | 137,773,896 | 135,441,430 | | TOTAL REVENUES | 138,561,460 | 11,451,080 | 150,012,540 | 14,571,110 | 10.8 |

Jan 11/89

3

17-Jan-89



SUMMARY OF 1989 EXPENDITURE ESTIMATES TO BE REVIEWED BY THE STANDING COMMITTEES

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| CO-ORDINATING ("C-1") | | | | | | | | | | |
| -Local Boards and Other Budgets | 15,153,960 | 15,573,420 | 315,870 | 725,080 | 156,310 | 16,770,680 | 0 | 16,770,680 | 1,197,260 | 7.7% |
| -Financials | 19,471,930 | 19,471,930 | 1,359,940 | 0 | 0 | 20,831,870 | 0 | 20,831,870 | 1,359,940 | 7.0% |
| | 34,625,890 | 35,045,350 | 1,675,810 | 725,080 | 156,310 | 37,602,550 | 0 | 37,602,550 | 2,557,200 | 7.3% |
| FINANCE ("C-2") | | | | | | | | | | |
| -Departments | 8,837,936 | 9,029,700 | 91,580 | 513,180 | 227,350 | 9,861,810 | 0 | 9,861,810 | 832,110 | 9.2% |
| -Financials, Contingency and Other Budgets | 10,535,368 | 10,216,840 | 1,131,850 | 1,371,590 | 0 | 12,720,280 | 0 | 12,720,280 | 2,503,440 | 24.5% |
| | 19,373,304 | 19,246,540 | 1,223,430 | 1,884,770 | 227,350 | 22,582,090 | 0 | 22,582,090 | 3,335,550 | 17.3% |
| LEGISLATION ("C-3") | 3,536,580 | 3,643,790 | 18,020 | 134,060 | 141,090 | 3,936,960 | 0 | 3,936,960 | 293,170 | 8.0% |
| PARKS AND RECREATION ("C-4") | 18,695,915 | 18,598,690 | 510,110 | 685,930 | 1,296,030 | 21,090,760 | 0 | 21,090,760 | 2,492,070 | 13.4% |
| PERSONNEL ("C-5") | 27,470,060 | 27,646,150 | 817,810 | 1,042,590 | 357,250 | 29,863,800 | 0 | 29,863,800 | 2,217,650 | 8.0% |
| PLANNING & DEVELOPMENT ("C-6") | 5,770,660 | 5,760,750 | 164,180 | 223,910 | 476,730 | 6,625,570 | 0 | 6,625,570 | 864,820 | 15.0% |
| TRANSPORT & ENVIRONMENT ("C-7") | 22,223,191 | 22,268,310 | 761,890 | 1,078,940 | 1,000,400 | 25,109,540 | 0 | 25,109,540 | 2,841,230 | 12.8% |
| OTHER SPECIAL COMMITTEES ("C-8") | 3,109,960 | 3,231,850 | (137,680) | 271,910 | 135,190 | 3,501,270 | 0 | 3,501,270 | 269,420 | 8.3% |
| TOTAL EXPENDITURES | 134,805,560 | 135,441,430 | 5,033,570 | 6,047,190 | 3,790,350 | 150,312,540 | 0 | 150,312,540 | 14,871,110 | 11.0% |

4

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE CO-ORDINATING COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| LIBRARY | | | | | | | | | | |
| -Expenditures | 10,879,740 | 11,079,500 | 381,010 | 412,400 | 82,390 | 11,955,300 | | 11,955,300 | 875,800 | 7.9% |
| -Revenues | 1,196,000 | 1,177,830 | 13,500 | 42,590 | | 1,233,920 | | 1,233,920 | 56,090 | 4.8% |
| City Funding Request | 9,683,740 | 9,901,670 | 367,510 | 369,810 | 82,390 | 10,721,380 | 0 | 10,721,380 | 819,710 | 8.3% |
| PARKING AUTHORITY | | | | | | | | | | |
| -Expenditures | 2,808,130 | 2,975,920 | (3,620) | 116,090 | 27,450 | 3,115,840 | | 3,115,840 | 139,920 | 4.7% |
| -Revenues | 3,595,530 | 4,601,920 | (665,470) | 395,440 | | 4,331,890 | | 4,331,890 | (270,030) | -5.9% |
| Surplus (Deficit) prior to Debt Charges | 787,400 | 1,626,000 | (661,850) | 279,350 | (27,450) | 1,216,050 | 0 | 1,216,050 | (409,950) | -25.2% |
| Deduct: Debt charges | 441,630 | 1,379,000 | (94,770) | | | 1,284,230 | | 1,284,230 | (94,770) | -6.9% |
| Net Surplus (Deficit) Distributed | 345,770 | 247,000 | (567,080) | 279,350 | (27,450) | (68,180) | | (68,180) | (315,180) | -127.6% |
| HAMILTON SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS | 683,200 | 683,200 | 72,200 | 42,390 | | 797,790 | | 797,790 | 114,590 | 16.8% |

5

## SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE CO-ORDINATING COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. (H.E.C.F.I.) | | | | | | | | | | |
| -Expenditures | 9,402,711 | 8,966,560 | (27,660) | 353,330 | 3,920 | 9,296,150 | | 9,296,150 | 329,590 | 3.7% |
| -Revenues | 6,956,751 | 6,520,600 | 193,840 | 184,750 | | 6,899,190 | | 6,899,190 | 378,590 | 5.8% |
| Net Funding Requirement | 2,445,960 | 2,445,960 | (221,500) | 168,580 | 3,920 | 2,396,960 | 0 | 2,396,960 | (49,000) | -2.0% |
| Carry Forward Surplus | 49,000 | 49,000 | (49,000) | | | 0 | | 0 | (49,000) | -100.0% |
| CITY CONTRIBUTION | 2,396,960 | 2,396,960 | (172,500) | 168,580 | 3,920 | 2,396,960 | 0 | 2,396,960 | 0 | 0.0% |
| CENTRAL UTILITIES PLANT | 2,278,060 | 2,468,490 | (42,140) | 144,100 | | 2,570,450 | | 2,570,450 | 101,960 | 4.1% |

6

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE CO-ORDINATING COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| OTHERS | | | | | | | | | | |
| Promotion and Public Relations | 100,000 | 108,100 | 90,800 | 200 | 67,000 | 266,100 | | 266,100 | 158,000 | 146.2% |
| Consultants | 12,000 | 15,000 | | | 3000 | 18,000 | | 18,000 | 3,000 | 20.0% |
| TOTAL OTHERS | 112,000 | 123,100 | 90,800 | 200 | 70,000 | 284,100 | 0 | 284,100 | 161,000 | 130.8% |
| TOTAL LOCAL BOARDS AND OTHER BUDGETS | 15,153,960 | 15,573,420 | 315,870 | 725,080 | 156,310 | 16,770,680 | 0 | 16,770,680 | 1,197,260 | 7.7% |
| FINANCIALS | | | | | | | | | | |
| Owner's Debt - Local | 442,370 | 442,370 | (35,040) | | | 407,330 | | 407,330 | (35,040) | -7.9% |
| Capital Levy (6 Mills) | 5,571,000 | 5,571,000 | 151,000 | | | 5,722,000 | | 5,722,000 | 151,000 | 2.7% |
| Reserves | | | | | | | | | | |
| -Debt Charges | 13,068,020 | 13,068,020 | 1,223,980 | | | 14,292,000 | | 14,292,000 | 1,223,980 | 9.4% |
| -Off-Street Parking | 390,540 | 390,540 | 20,000 | | | 410,540 | | 410,540 | 20,000 | 5.1% |
| TOTAL FINANCIALS | 19,471,930 | 19,471,930 | 1,359,940 | 0 | 0 | 20,831,870 | 0 | 20,831,870 | 1,359,940 | 7.0% |
| TOTAL EXECUTIVE COMMITTEE | 34,625,890 | 35,045,350 | 1,675,810 | 725,080 | 156,310 | 37,602,550 | 0 | 37,602,550 | 2,557,200 | 7.3% |

7

## SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE FINANCE COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| CHIEF ADMINISTRATIVE OFFICE | 156,765 | 156,790 | 1,450 | 6,110 | | 164,350 | | 164,350 | 7,560 | 4.8% |
| TREASURY | | | | | | | | | | |
| -Finance | 2,590,000 | 2,594,110 | 14,010 | 96,490 | 20,040 | 2,724,650 | | 2,724,650 | 130,540 | 5.0% |
| -Purchasing | 297,885 | 294,740 | 6,270 | 11,320 | | 312,330 | | 312,330 | 17,590 | 6.0% |
| -City Garage | (69,034) | 0 | (45,900) | 45,900 | | 0 | | 0 | 0 | |
| TOTAL TREASURY | 2,818,851 | 2,888,850 | (25,620) | 153,710 | 20,040 | 3,036,980 | 0 | 3,036,980 | 148,130 | 5.1% |
| PROPERTY | | | | | | | | | | |
| -Real Estate | 451,190 | 541,640 | (45,640) | 22,090 | 5,100 | 523,190 | | 523,190 | (18,450) | -3.4% |
| -Property | 5,099,380 | 5,102,520 | 159,720 | 313,400 | 173,960 | 5,749,600 | | 5,749,600 | 647,080 | 12.7% |
| -Architect | 311,750 | 339,900 | 1,670 | 17,870 | 28,250 | 387,690 | | 387,690 | 47,790 | 14.1% |
| TOTAL PROPERTY | 5,862,320 | 5,984,060 | 115,750 | 353,360 | 207,310 | 6,660,480 | 0 | 6,660,480 | 676,420 | 11.3% |
| TOTAL DEPARTMENTS | 8,837,936 | 9,029,700 | 91,580 | 513,180 | 227,350 | 9,861,810 | 0 | 9,861,810 | 832,110 | 9.2% |

8

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE FINANCE COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| Grants | 947,000 | 947,000 | | 53,000 | | 1,000,000 | | 1,000,000 | 53,000 | 5.6% |
| Provision for Reserves | 2,453,100 | 2,253,100 | 625,000 | 30,000 | | 2,908,100 | | 2,908,100 | 655,000 | 29.1% |
| Financial - Various | 3,515,821 | 3,196,040 | 178,910 | 1,140 | | 3,376,090 | | 3,376,090 | 180,050 | 5.6% |
| Contingency | | | 300,000 | 1,050,000 | | 1,350,000 | | 1,350,000 | 1,350,000 | |
| Miscellaneous | 3,619,447 | 3,820,700 | 27,940 | 237,450 | | 4,086,090 | | 4,086,090 | 265,390 | 6.9% |
| TOTAL OTHER BUDGETS | 10,535,368 | 10,216,840 | 1,131,850 | 1,371,590 | 0 | 12,720,280 | 0 | 12,720,280 | 2,503,440 | 24.5% |
| TOTAL FINANCE COMMITTEE | 19,373,304 | 19,246,540 | 1,223,430 | 1,884,770 | 227,350 | 22,582,090 | 0 | 22,582,090 | 3,335,550 | 17.3% |

9

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE LEGISLATION COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| LEGISLATIVE | 1,118,070 | 1,131,620 | 52,130 | 43,110 | 3,960 | 1,230,820 | | 1,230,820 | 99,200 | 8.8% |
| CITY CLERK | 2,368,590 | 2,441,880 | (37,850) | 90,470 | 137,130 | 2,631,630 | | 2,631,630 | 189,750 | 7.8% |
| SUBTOTAL | 3,486,660 | 3,573,500 | 14,280 | 133,580 | 141,090 | 3,862,450 | 0 | 3,862,450 | 288,950 | 8.1% |
| FILM ADVISORY COMMITTEE | | 7,500 | | | | 7,500 | | 7,500 | 0 | 0.0% |
| MUNDIALIZATION COMMITTEE | 3,820 | 3,820 | 1,190 | | | 5,010 | | 5,010 | 1,190 | 31.2% |
| STATUS OF WOMEN | 6,100 | 9,720 | 1,550 | 480 | | 11,750 | | 11,750 | 2,030 | 20.9% |
| CIVIC AWARDS, RECEPTIONS, DELEGATION HOSTINGS | 40,000 | 49,250 | 1,000 | | | 50,250 | | 50,250 | 1,000 | 2.0% |
| TOTAL LEGISLATION COMMITTEE | 3,536,580 | 3,643,790 | 18,020 | 134,060 | 141,090 | 3,936,960 | 0 | 3,936,960 | 293,170 | 8.0% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE PARKS AND RECREATION COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| PUBLIC WORKS | | | | | | | | | | |
| Cemeteries Division | 2,550,000 | 2,685,250 | 22,170 | 129,160 | | 2,836,580 | | 2,836,580 | 151,330 | 5.6% |
| Parks Division | 7,721,500 | 7,567,700 | 134,370 | 284,430 | 616,840 | 8,603,340 | | 8,603,340 | 1,035,640 | 13.7% |
| TOTAL PUBLIC WORKS | 10,271,500 | 10,252,950 | 156,540 | 413,590 | 616,840 | 11,439,920 | 0 | 11,439,920 | 1,186,970 | 11.6% |
| CULTURE AND RECREATION | | | | | | | | | | |
| Recreation | 7,343,225 | 7,233,580 | 288,150 | 233,190 | 503,480 | 8,258,400 | | 8,258,400 | 1,024,820 | 14.2% |
| Culture | 1,071,190 | 1,095,090 | 65,420 | 38,240 | 175,710 | 1,374,460 | | 1,374,460 | 279,370 | 25.5% |
| TOTAL CULTURE AND RECREATION | 8,414,415 | 8,328,670 | 353,570 | 271,430 | 679,190 | 9,632,860 | 0 | 9,632,860 | 1,304,190 | 15.7% |
| HAMILTON VETERANS COMMITTEE | 10,000 | 17,070 | | 910 | | 17,980 | | 17,980 | 910 | 5.3% |
| TOTAL PARKS AND RECREATION COMMITTEE | 18,695,915 | 18,598,690 | 510,110 | 685,930 | 1,296,030 | 21,090,760 | 0 | 21,090,760 | 2,492,070 | 13.4% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE PERSONNEL COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| CITY SOLICITOR | 1,243,570 | 1,233,450 | 320,430 | 41,870 | 71,740 | 1,667,490 | | 1,667,490 | 434,040 | 35.2% |
| HUMAN RESOURCES CENTER | 1,483,900 | 1,462,660 | 21,240 | 119,460 | 183,230 | 1,786,590 | | 1,786,590 | 323,930 | 22.1% |
| FIRE | 24,742,590 | 24,950,040 | 476,140 | 881,260 | 102,280 | 26,409,720 | | 26,409,720 | 1,459,680 | 5.9% |
| TOTAL PERSONNEL COMMITTEE | 27,470,060 | 27,646,150 | 817,810 | 1,042,590 | 357,250 | 29,863,800 | 0 | 29,863,800 | 2,217,650 | 8.0% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| BUILDING | 3,662,060 | 3,654,670 | 15,040 | 139,360 | 372,130 | 4,181,200 | | 4,181,200 | 526,530 | 14.4% |
| COMMUNITY DEVELOPMENT | 478,920 | 480,050 | 108,860 | 21,880 | 22,420 | 633,210 | | 633,210 | 153,160 | 31.9% |
| HAMILTON HOUSING COMPANY LIMITED -Net Deficit | 0 | 0 | 17,090 | | | 17,090 | | 17,090 | 17,090 | |
| COMMITTEE OF ADJUSTMENT | 11,000 | 11,000 | | | | 11,000 | | 11,000 | 0 | 0.0% |
| PLANNING - By Region | 1,618,680 | 1,615,030 | 23,190 | 62,670 | 82,180 | 1,783,070 | | 1,783,070 | 168,040 | 10.4% |
| TOTAL PLANNING AND DEVELOPMENT COMMITTEE | 5,770,660 | 5,760,750 | 164,180 | 223,910 | 476,730 | 6,625,570 | 0 | 6,625,570 | 864,820 | 15.0% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE TRANSPORT AND ENVIRONMENT COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| TRAFFIC | | | | | | | | | | |
| -For City | 3,259,735 | 3,287,560 | 99,200 | 119,690 | 208,360 | 3,714,810 | | 3,714,810 | 427,250 | 13.0% |
| PUBLIC WORKS | | | | | | | | | | |
| -Streets Division | 14,480,000 | 14,488,700 | 514,610 | 615,000 | 669,950 | 16,288,260 | | 16,288,260 | 1,799,560 | 12.4% |
| Central Services -Garage Division | | 0 | (276,800) | 276,800 | | 0 | | 0 | 0 | |
| TOTAL PUBLIC WORKS | 14,480,000 | 14,488,700 | 237,810 | 891,800 | 669,950 | 16,288,260 | 0 | 16,288,260 | 1,799,560 | 12.4% |
| SERVICES PURCHASED FROM THE REGION | | | | | | | | | | |
| -Local Roads | 3,681,700 | 3,694,400 | 297,310 | 23,610 | 122,090 | 4,137,410 | | 4,137,410 | 443,010 | 12.0% |
| -School Crossing Guards | 726,456 | 726,450 | 117,570 | 40,640 | | 884,660 | | 884,660 | 158,210 | 21.8% |
| -Pollution Control | 75,300 | 71,200 | 10,000 | 3,200 | | 84,400 | | 84,400 | 13,200 | 18.5% |
| TOTAL SERVICES PURCHASED | 4,483,456 | 4,492,050 | 424,880 | 67,450 | 122,090 | 5,106,470 | 0 | 5,106,470 | 614,420 | 13.7% |
| TOTAL CITY SERVICES | 22,223,191 | 22,268,310 | 761,890 | 1,078,940 | 1,000,400 | 25,109,540 | 0 | 25,109,540 | 2,841,230 | 12.8% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE TRANSPORT AND ENVIRONMENT COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| SERVICES SOLD TO THE REGION | | | | | | | | | | |
| -Traffic Services | | 1,817,350 | | | | 1,817,350 | | 1,817,350 | | 0.0% |
| -Street Services | | 4,091,040 | | | | 4,091,040 | | 4,091,040 | | 0.0% |
| -Recovery from Region | | (5,908,390) | | | | (5,908,390) | | (5,908,390) | | 0.0% |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| TOTAL TRANSPORT AND ENVIRONMENT | 22,223,191 | 22,268,310 | 761,890 | 1,078,940 | 1,000,400 | 25,109,540 | 0 | 25,109,540 | 2,841,230 | 12.8% |

SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY OTHER SPECIAL COMMITTEES OF COUNCIL

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| HAMILTON-SCOURGE PROJECT | 104,960 | 133,890 | 14,320 | 3,610 | | 151,820 | | 151,820 | 17,930 | 13.4% |
| INFORMATION SYSTEMS | 3,000,000 | 3,092,960 | (152,000) | 267,300 | 135,190 | 3,343,450 | | 3,343,450 | 250,490 | 8.1% |
| MAYOR'S RACE RELATIONS COMMITTEE | 5,000 | 5,000 | | 1,000 | | 6,000 | | 6,000 | 1,000 | 20.0% |
| | 3,109,960 | 3,231,850 | (137,680) | 271,910 | 135,190 | 3,501,270 | 0 | 3,501,270 | 269,420 | 8.3% |

6.

Corporation of the City of

Memorandum

**********

TO: Chairman and Members
Finance Committee

YOUR FILE:

FROM: John Thompson, Secretary
Finance Committee

OUR FILE:
PHONE: 526-2729

SUBJECT: GRANTS POLICY

DATE: 1989 January 20

Sub-joined is a copy of sub-section 1 (d) of Section 12 of the FIRST Report of the Finance Committee dealing with the two-thirds vote proposal to reverse a grant recommendation which was referred back to the Committee by City Council 1988 December 13 for further consideration.

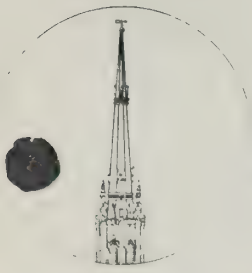
(d) "a two-thirds vote of the members of the Finance Committee present when the vote is taken is required to reverse a grant recommendation either at the initial approval or on appeal to the Finance Committee"

John Thompson

JT:mjw

c.c. Alderman B. Hinkley

Alderman V. J. Agro



# St. Paul's Church
*A Spire to the Future*

7.

Campaign General Chairman
Iain Hendry
Vice President, Secretary
and General Counsel
Westinghouse Canada

Associate Campaign Chairman
The Rev. Willard Pottinger
Minister
St. Paul's Church

December 19, 1988

His Worship Mayor Robert M. Morrow
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mayor Morrow:

St. Paul's Church spire, a recognized Canadian historic landmark, has been a part of the downtown Hamilton skyline since 1857. This proposal relates to a $1.8 million restoration program which is being undertaken. The program will restore St. Paul's sandstone spire and foundation which have been damaged over time by the effects of pollution, most particularly acid rain.

The most significant aspect of this program will be the restoration of the spire. Universally praised, it is the tallest stone spire in Ontario. Designed by William Thomas and fashioned by stonemason George Worthington, this elegant and graceful spire rises 180-feet above the street. At the time of construction, it was already thought to be worthy of note. Furthermore, this spire was destined to be the only one ever built in Upper Canada and one of only two in the country.

In 1980, Ms. Nina Chapple completed a report for the Local Architectural Conservation Advisory Committee (LACAC), Hamilton Historical Board. She said, "For well over a century, this graceful spire has been a striking feature on the Hamilton skyline, even despite recent competition from commercial high-rises. So characteristic and so familiar a sight is this tower that Hamiltonians regard St. Paul's as a major landmark of the City and a vital component in the row of important monuments on James South."

In recognition of its importance, the Province of Ontario awarded St. Paul's an Historic Sites Marker in 1969. St. Paul's was awarded Category I status indicating that it represents architectural excellence, whose external appearance is of great

importance to the cityscape and Hamilton heritage. This was presented in 1973 by Mr. Anthony Adamson, co-author of the book Hallowed Walls: Church Architecture of Upper Canada.

Inasmuch as the community has taken special interest in the spire and because of St. Paul's historical and architectural value, the decision was made to restore the spire and other key elements in the structure rather than raze the building. It was determined by church elders that there is little difference in the cost of restoring the spire and the cost of dismantling it altogether. Also, if the work should not include restoration of the spire, Provincial assistance will not materialize.

St. Paul's is now confronted with a most difficult challenge. The $1.8 million needed to complete the spire restoration and foundation work is beyond the capability of the congregation alone. While it is apparent that significant support will come from the Church's resources and membership, because of the magnitude of the project, additional funding must come from government and the Hamilton community. I should note that a grant of $600,000 has been made to the project by the Ministry of Culture and Communications.

St. Paul's record of community service is well-known. Among its many activities are the Friendship Centre for Community Schizophrenias, hosting of the 'English as a Second Language' course, day-long hospitality for refugees awaiting hearings, the food bank, and accommodation and travel assistance for needy persons.

The "A Spire to the Future" Campaign represents a rare opportunity to both prepare this historical landmark and ensure the future work of St. Paul's. Ancillary benefits include, of course, the creation of a number of jobs for Hamiltonians.

The St. Paul's Campaign Committee is offering the following proposal for your consideration; that the City of Hamilton contribute $50,000 this year and $50,000 in each of the next four years for a total of $250,000 to the "A Spire to the Future" Campaign.

We know you realize that a pace-setting gift such as this will provide much more than needed dollars. The participation of the City of Hamilton will lend credibility to the program and supply essential momentum to the entire effort.

Thank you for your support.

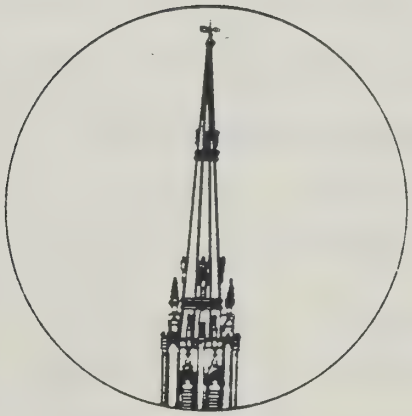
Iain Hendry

Mr. Iain Hendry
Campaign Chairman

cc: City Clerk
City Treasurer

# ST. PAUL'S "A SPIRE TO THE FUTURE" CAMPAIGN

## STATEMENT OF NEED



## Introduction

St. Paul's Church, a recognized Canadian historical and architectural landmark in downtown Hamilton, is undertaking a restoration program. This will restore St. Paul's 180-foot stone spire and the foundation which has been damaged by the environment, most particularly acid rain. In order to accomplish this, the church is embarking on a $1.8 million fund-raising campaign.

## History

Known as St. Andrew's until 1873, St. Paul's Church has served the Hamilton community for over 150 years. The Church building was planned as a distinctive and unique centre of Christian worship on James Street and, to accomplish this, the builders made a series of important decisions.

First, Mr. William Thomas was retained as architect. He was a recognized leader in the field of designing churches in the Decorated Gothic Revival Style. Second, it was decided to build the church out of sandstone provided by stonemason George Worthington. Third, and most distinctively, it was decided that the Church would have a stone spire which, at 180-feet, would be the tallest in Canada. Because of St. Paul's historic distinctiveness and design uniqueness, it was declared an historical site by the Province of Ontario on September 21, 1969.

## Today

St. Paul's is now confronted with its single most difficult challenge. A Heritage Conservation Study was completed by Martin Weaver Construction Consultant Inc. in March 1988. The study

revealed that due to the effects of the environment, most particularly acid rain, and normal deterioration, the church is in need of major restoration. This report also stated that the spire "is in such bad condition that there exists a grave risk of large pieces of masonry falling from very considerable heights. If such a fall should occur, any pedestrian underneath would almost certainly be killed. There is also a risk that masonry could crash through the roof and kill or gravely injure persons inside the Church. Fragments could also fall from balustrades, finials and other decorative features."

## The Solution

To preserve this historic landmark, St. Paul's is restoring the Church to its original architectural splendor. As noted by Marion MacRae and Anthony Adamson authors of Hallowed Walls: Church Architecture of Upper Canada; "St. Paul's, Hamilton, is one of the finest examples of Decorated Gothic Revival architecture in North America."

## Restoration Church Budget

The total cost of the restoration is $1.8 million. The breakdown is:

| | |
|---|---|
| Dismantling of spire, stone preservation, interior pointing and steel reinforcement | $ 280,000 |
| Restoration of the tower, spire, foundation, drainage system and stained glass windows. | $1,170,000 |
| Professional fees, Maintenance and Disabled Access Plan, Scaffolding and Contingency | 350,000 |
| TOTAL COST | $1,800,000 |

# Crumbling spire to get steel corset

## 1857 stonework weakened

By ERIC McGUINNESS
The Spectator

ARCHITECT ALAN Seymour is praying no earthquakes or windstorms occur before the top of the spire of historic St. Paul's Presbyterian Church is dismantled for repair.

It wouldn't take much to topple the shaky 24-metre (80-foot) sandstone spire or the six-metre (20-foot) pinnacles surrounding it atop the 10-storey bell tower, says Mr. Seymour, architect for a major restoration.

"It's dangerous in a wind," he said yesterday, gazing at the landmark rising 55 metres (180 feet) above the corner of James and Jackson Streets in downtown Hamilton.

"You can put a knife in the joints like butter and the pinnacles are incredibly loose — you can rock them with your hand," he said.

The 1857 stonework, weakened by weathering and air pollution, has been bolstered by steel scaffolding since last November when the extent of the damage was realized.

Church officials hope to start on $1.8 million worth of repairs this fall, with the help of a $598,933 grant announced yesterday by Culture and Communications Minister Lily Oddie Munro, who represents Hamilton Centre in the legislature.

Mrs. Munro said St. Paul's, with its Gothic revival design, is considered one of the finest pre-Confederation church buildings in Ontario.

The first step in the plan for St. Paul's is to lop off the most precarious six metres (20 feet) of the spire, including the three-metre (10-foot) tip, a limestone replacement installed after an earthquake shook loose the original sandstone blocks in 1944.

Experts will spend the winter studying how best to clean and preserve the stone while construction crews install reinforcing steel inside the eight-sided spire.

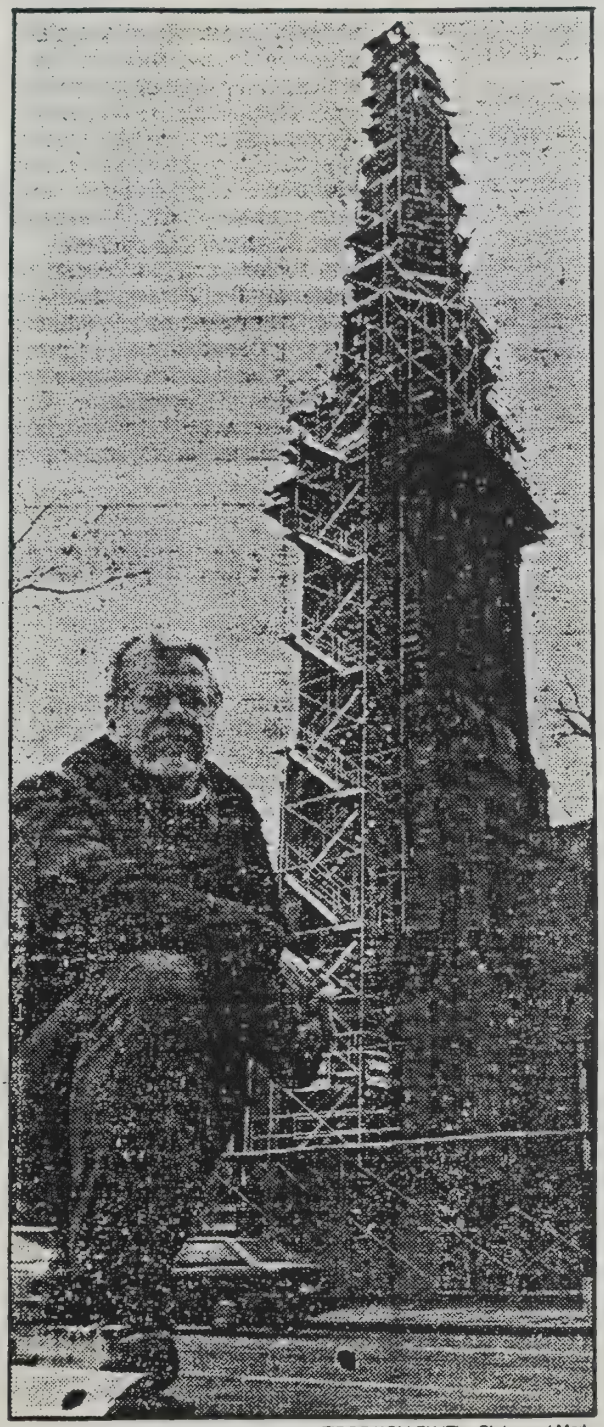
"We'll put in kind of an inside corset to tie it together so it will last another 130 years, at least," said the Toronto architect.

The original peak, now standing on the lawn as a monument to the 19th-century builders, is [illegible] put back, because acid rain is attacking the [illegible] stone replacement and hastening decay of the sandstone beneath it, according to Mr. Seymour.

The Rev. Willard Pottinger, senior minister at St. Paul's, said the estimated cost had risen since last spring by $600,000, the amount the province is paying, so the 300-member congregation still has to raise $1.2 million.



Oddie Munro and Rev. Willard Pottinger talk outside St. Paul's church. Ted Brellisford, The Spectator



TIBOR KOLLEY/The Globe and Mail

Rev. Willard Pottinger says St. Paul's Presbyterian Church needs restoration.

# Acid rain damage may cost church nearly $1 million

BY FLORENCE SHAW
Special to The Globe and Mail

HAMILTON

Canada's tallest stone church spire, a landmark in downtown Hamilton for more than a century, has fallen prey to acid rain, and church authorities may have to spend close to $1-million to restore it.

"It's a terrible dilemma. I'm not sure that churches should be spending a $1-million on their buildings. Yet not to restore it would be unfaithful to those who established the church here 154 years ago," said Rev. Willard Pottinger, senior minister of St. Paul's Presbyterian Church on James Street South.

Mr. Pottinger was reacting to a recent consultant's report on the condition of the 55-metre spire that was presented to the Kirk Session — the governing body of the church — last week.

Two years ago, falling stones alerted church officials to the deterioration of the spire. Last October, after engineers warned there was a danger of the spire falling in the event of an earth tremor, high wind or heavy traffic, the congregation had to leave the church sanctuary.

The church bells, which had sounded the quarter hours in Hamilton since 1906, had to be silenced because of the vibrations their ringing caused.

Scaffolding was erected at the end of last year and an architect and an engineer from Ottawa were commissioned to examine the spire and assess the damage.

Paul Stumes, a professor of architecture, and Martin Weaver, an engineer, told the church session last Tuesday that the top quarter of the spire is in extremely bad condition and should be removed.

"The stone has been corroded through a combination of acid rain — long-term pollution — and local pollution from the steel works," Mr. Weaver said yesterday. The report indicated that further testing must be done to determine the full extent of the corrosion.

In the meantime, the church must decide on the best strategy for restoration.

The spire could be replaced by lead-coated copper, which is said to be resistant to acid rain. This would

CHURCH — Page A2

# Church victim of acid rain

● From Page One

be cheaper than using stone.

The church could also decide to remove the entire spire, which would leave a flat tower at the top of the building.

However, because St. Paul's, one of the few examples of neo-gothic architecture in Canada, was designated an historic building by the city in 1986 under the Ontario Heritage Act, any alterations must be

design by William Thomas, one of Canada's leading architects.

In 1944, after an earthquake cracked the top four metres of the spire, the cracked portion was removed and stands as a memorium on the front lawn of the church.

It was rebuilt using limestone, which was an unfortunate choice, Mr. Pottinger said. The combination of limestone, sandstone — of which the rest of the spire is made

# Scaffolding again covers church spire

FOR AT LEAST the third time in the last 130 years the tall stone spire of St. Paul's Presbyterian Church is covered with scaffolding.

In the Hamilton Spectator issue of Sept. 20, 1853, Robert Reid Smiley, founder and editor of the newspaper, wrote an article under the penname Alacris.



J. Brian Henley

our heritage

In it Smiley argued that the Presbyterian community in Hamilton deserved a more impressive building than the modest frame church which occupied their property at James and Jackson streets.

"How long do they intend, in respect to eccliastical architecture to lag behind their neighbors, and to suffer not only Roman Catholics and Episcopalians, but even Methodists, to outstrip them in the laudible ambition of dedicating a handsome edifice to the Worship of Almighty God, and of adding another architectural ornament to the ciy in which they dwell."

By the following spring, the Presbyterian church authorities were prepared to erect a major church after the design of architect William Thomas, then working in Hamilton. Tenders for the project were announced on May, 26, 1854. Four months later the corner stone for the church was duly laid on Sept. 14, 1854.

Writing in 1903, the Spectator's local history columnist, Richard Butler, recalled his personal reminescences of when St. Paul's was under construction.

"Only one serious mishap occurred during the building of the church. One of the workmen employed in building the spire fell from his lofty height and was crushed out of shape. Joseph Kneeshaw then owned a bookstore and bindery at the corner of King and Hughson streets, and he was working at a ruling machine by a window that faced to the west. Happening to look out at that moment he saw the poor fellow as he fell from the scaffolding."

The church, first known as St. Andrew's Presbyterian Church, was opened on March 7, 1857. According to the Spectator account, "no ceremony was performed beyond declaring the church open for the worship of Almighty God. Large congregations attended the services and in the evening, we were told, several hundreds more than could be accommmodated presented themselves for admission. Large collections were made after the services."

Unfortunately, the men who had raised the necessary $60,000 to finance the building of the church were hard hit by the downturn in the economy in the late 1850s. On May 2, 1860, the church was mortgaged for more than 6,000 pounds with the National Bank of Scotland at 6% per annum interest.

Thirteen years later, in November 1873, the mortgage was foreclosed and the church building sold to the local Baptist congregation for $20,000.

## Ohio stone

It was a time of turmoil for the church as the minister and a large portion of the congregation built a new St. Andrew's Church at Hunter and Park streets (a building later used as a Jewish Synagogue).

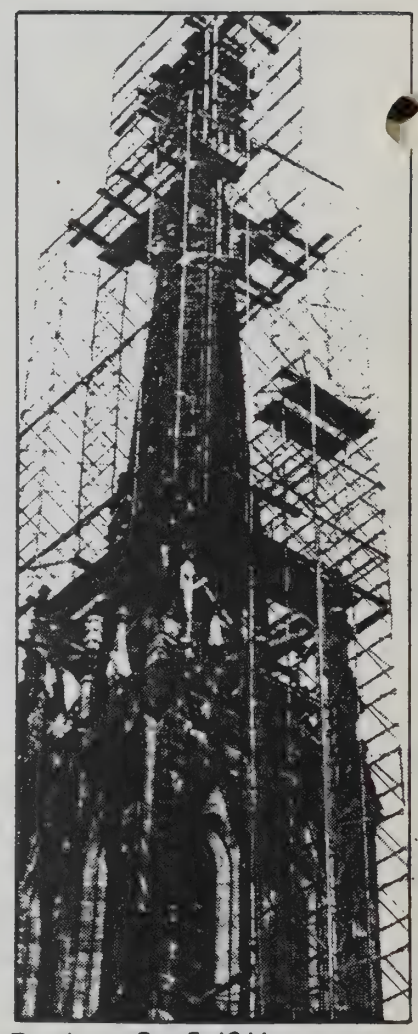
Beginning in May, 1874, the name St. Paul's Presbyterian Church was applied to the stone church on James Street, as members of the congregation rallied to buy back their church.

While the main body of St. Paul's was built with locally-quarried stone, the spire and trimming were made of Ohio stone.

In the fall of 1918 a section of stone fell from the spire, and in November 1918, scaffolding was set up to make repairs.

In the early morning hours of Sept. 5, 1944, a section of stone immediately under the weathervane toppled to the front steps of St. Paul's. An earthquake had caused serious damage to the venerable landmark in downtown Hamilton.

A few weeks after the earthquake, movement of the spire was noticed during a high wind storm, prompting Building Inspector Hannaford to close several streets in the vicinity of the church for safety purposes.



Repairs on Oct. 5, 1944.

By Oct. 5, 1944, the spire of St. Paul's was clad with scaffolding once again as workmen repaired the damage. In November 1944 the stones of the spire which fell were assembled into a memorial and placed on the lawn of the old church.

Once again passersby on Hamilton's James Street South are craning their necks upward to inspect the progress of the work on the spire of St. Paul's.

ON

# Historic St. Paul's spire in danger

By LYNDA POWLESS
The Spectator

FEARS ACID rain may cause Canada's tallest free-standing church spire to collapse have forced the St. Paul's Presbyterian Church congregation out of its sanctuary for the first time in 134 years.

Services will be held in a back hall until scaffolding can be erected around the 55-metre (180-foot) spire. The 400-member congregation spent the weekend moving chairs and hymn books out of endangered sections of the downtown church.

"We made the decision to move out of the sanctuary Friday night," said Rev. Willard Pottinger. "We felt it was the safest thing to do. The engineers have advised us that there could be a danger in the spire falling if there is an earth tremor, high winds or heavy traffic."

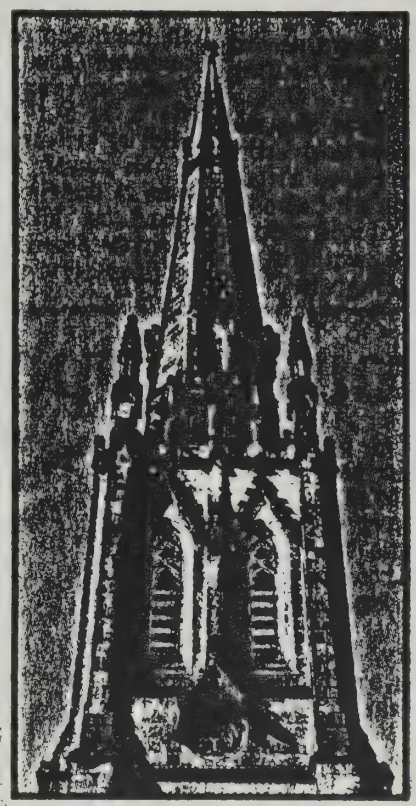
## Bells silenced

The historic James Street South church bells that have been ringing out the quarter hour, around the clock, for 81 years have been silenced.

"It was really sad to see the bells shut down," said restoration committee chairman Charles Burns. "But we didn't have any choice."

For about 60 years the church's sandstone spire has been hit with acid rain that, when mixed with the limestone tip, has been slowly corroding the sandstone portion of the structure, immediately under the tip.

The limestone tip was erected after an earthquake damaged the spire in 1944. The original tip now sits adjacent to the church as a memorial to those who built the church.



Spire damage caused concern

"No one, at that time, realized what kind of chemical reaction there would be when you put the two stones together and they were hit with acid rain," Mr. Burns said.

"It's causing the sandstone to absorb the moisture and the stone is flaking off."

He said it is hoped scaffolding will be around the tower and spire within four weeks. "We want to be back in the sanctuary for Christmas service," said Mr. Pottinger.

The scaffolding alone will cost about $100,000.

The danger has brought the congregation together, said Mr. Pottinger. "People have come in to help move hymn books, chairs and the Christmas Bazaar."

Saturday's bazaar had to be completely moved from the church basement to a back hall Friday night. "They had spent weeks setting it up and had to move it all in one night. But everyone pitched in," he said.

There were a lot of tears and one woman suffered an angina attack. "She thought we were going to lose our church. We had to explain its only a temporary move to another portion of the church until it can be repaired," he said.

Once church representatives brought the danger to the city's attention, the city put up guard rails along a portion of the James Street South sidewalk and placed order of compliance notices on the church. The front doors to the church have been closed to the public.

"We alerted the city as soon as our engineers told us about the danger," said Mr. Burns.

## Could fall

Engineers have said portions of the spire could fall, hitting either the church's sanctuary roof or the sidewalk. "There is danger to pedestrians or vehicle traffic. We want to get the scaffolding in place as soon as possible to help remove the threat of falling stone," said Mr. Burns.

The church called in engineers to take a look because other downtown churches had suffered problems with acid rain and salt.

"We wanted to see what was happening with our building before anything dangerous occurred," Mr Burns said. "We thought it might just need some repointing. It was quite a shock to us when they told us last week the spire was in danger of falling."

Mr. Burns said restoration could cost up to $1 million.

"We've been told we will be able to use about 90 per cent of stone that is in the spire now." The original spire tip, damaged by an earthquake, will be back on top of the tower.

Since the building, one of the few examples of neo-gothic architecture in Canada has been designated a historic site, Mr. Burns said they are hoping to receive Heritage Canada grants. "But that will only pay up to 50 per cent of the costs. We will have to raise the rest.

"We're hoping the community will come forward with donations."

The building was designated a historic site by the Archaeological and Historic Sites board in 1969. Described as Canada's finest 19th century Gothic church, the original church was built for less than $60,000 by Scottish stone masons.

Any donations can be sent to the St Paul's Church Restoration Project, 70 James Street South. Tax-deduction receipts will be issued.

# Original peak will top off St. Paul's spire

ST. PAUL'S Presbyterian Church is going to get a million-dollar facelift.

The decision was taken Sunday, when the congregation heard the report of a consultant who studied the erosion of the exterior of the James Street South church.

There was no alternative to the $1.2-million restoration, said Charles Burns, chairman of the restoration committee.

Scaffolding was placed around the church's towering stone spire in November to prevent it from toppling. The spire is scarred by pollution and eaten by acid rain.

Mr. Burns said work will begin soon and should be complete before winter.

The church, completed in 1857, has the tallest stone spire in Canada — 180 feet — and was designated a heritage building in 1986.

In 1944, the sandstone spire was weakened by an earthquake and was replaced by a limestone peak. The original sandstone peak stands in the churchyard.

Rev. Willard Pottinger said the replacement was a cause of some of the current trouble.

"Sandstone and limestone don't mix," he said. The consultants discovered chemicals dissolved from the limestone and leached into the sandstone, weakening the entire structure. He said the limestone peak will be dismantled and replaced by the original sandstone spire.

Mr. Pottinger said the main culprit in the deterioration is acid rain.

"The side of the church facing the industrial section of the city is more eroded than the other side," he said.

June Wilson, chairman of the church fundraising committee, said the church hopes to get half of the cost of the facelift from government sources. She anticipatesd $200,000 will be raised from foundations and corporate donors and $400,000 from fundraising in the congregation.

"St. Paul's played an important role in the history of Hamilton," she said. "We hope to get support from the entire community."

Donations can be sent to St. Paul's Presbyterian Church, 70 James Street South, Hamilton, L8P 2Y8.

# Barriers erected around spire because of fears of falling stone

By LYNDA POWLESS
The Spectator

BARRIERS HAVE been erected along the west sidewalk of James Street because of concerns about stone falling from the spire of St. Paul's Presbyterian Church.

The church's 55-metre (180-foot) sandstone spire has been hit with acid rain that, when combined with the limestone tip, has been slowly corroding the sandstone for about 60 years.

Engineers' reports say heavy traffic, high winds or a mild earth tremor could cause the spire to collapse.

While barriers are up the walkway has not yet been covered. "Something falling off the church could still hit someone walking by," said Rev. Willard Pottinger of St. Paul's.

Regional manager Mr. Aston said no decision on re-routing vehicle traffic has been made. "We want to review the engineer's study on the chances of the spire falling before we decide to close the street, a portion of it or reroute," he said.

Mr. Pottinger said earlier he was afraid someone could get hurt by falling stone if the barriers weren't erected.

The congregation has moved out of its endangered sanctuary and is holding services in the back of the church.

The congregation moved after reports showed the spire could fall through the church roof.

Mr. Pottinger said scaffolding to protect the church and traffic began last week and workers were approaching the top of Canada's tallest free-standing church spire yesterday. The scaffolding will cost about $60,000. Restoring the spire could cost $1 million.

"But it's going to take about three weeks to get the scaffolding in place."

The church called in engineers after other downtown churches suffered problems with acid rain and salt.

St Paul's, described as Canada's finest 19th-century gothic church, was designated an historic site by the Archaeological and Historic Sites board in 1969.

The donations came from fellow ministers, a woman whose mother attended Sunday school and a man whose father worked on the spire in the 1920s.

"It's heartwarming to see people giving and for the reasons they're giving."

Donations can be sent to the St. Paul's Church Restoration Project, 70 James Street South. Tax receipts will be issued.

# Restoration of church is approved

— BY FLORENCE SHAW
Special to The Globe and Mail

HAMILTON

A historic church in downtown Hamilton, falling victim to acid rain and local pollution, should be restored despite the 1.2-million price tag, the congregation has decided.

Members of St. Paul's Presbyterian Church, a James Street South landmark since 1857, approved the restoration Sunday night, providing that assistance from the Ontario Government is available.

The congregation heard a report from consultant Martin Weaver and engineer Paul Stumes outlining deterioration of the building.

St. Paul's, with its 55-metre stone spire, was designed by William Thomas, one of Canada's leading architects. It was designated a historic building by the city in 1986 under the Ontario Heritage Act.

Members of the congregation who wanted a close look at the damage were escorted up scaffolding to the top of the church, where Mr. Weaver demonstrated the unsteadiness of the pinnacles and the deterioration of the stones.

In a slide presentation before the vote, he pointed to crumbling walls, massive gaps in the masonry and corroded iron dowels that hold the stones together. In the restoration work, these dowels will be replaced by stainless steel, he said.

Describing the structure as "a spectacular piece of erosion," Mr. Weaver said that because of cracks in the stones caused by acidic moisture, the six-metre-high pinnacles that surround upper parts of the building will have to be dismantled. Fragments began falling two years ago.

He attributed little of the damage to a 1944 earthquake that cracked the top four metres of the spire, necessitating its removal. That portion, which stands now on the church lawn, is also to be restored.

The replica that replaced it is made of limestone, a material incompatible with the sandstone of the rest of the building.

"The bulk of the damage is due t air pollution, a combination of aci rain and pollutants from local indus try. Unfortunately, Hamilton ha both," Mr. Weaver said.

The side of the building facing th steel mills is in the worst condition he said.

Members of the congregation' restoration committee told th meeting that half of the total exper diture would come from the prov ince, $400,000 from public fund-rais ing and the remaining $200,000 fron the congregation.

"I think it's a courageous dec sion, involving a burden that ha been handed on to us. To deny o reject this challenge would some how cause us to break faith with th past," Rev. Willard Pottinger said.

# FOR ACTION

8.

REPORT TO: Chairman and Members
Finance Committee

FROM: Mr. John Thompson, Secretary
Finance Committee

DATE: 1989 January 20
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy of approved Settlement of Claims be forwarded to City Council for information in accordance with approved policy.

John Thompson

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

## FINANCE COMMITTEE

## SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| Marjorie Dunnville | City of Hamilton | Trip and Fall<br>1988 May 09 | $ 612.58 |
| Vlad Associates | City of Hamilton and Kuczerepa | Subrogated Workers' Compensation Board Claim<br>1985 August 22 | $4 200.00 |

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# THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

1989 February 03

## NOTICE OF MEETING

Finance Committee
Tuesday, 1989 February 07
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 January 24.

2. MANAGER OF PURCHASING

   Supply and Delivery of Safety Equipment, Rainwear, Traffic Cones and Vests during 1989, Purchasing Stores.

3. TREASURER

   (a) Transportation of Monies

   (b) User Fees - Treasury Department

   (c) Realty and Business Tax Installment Billing System

4. CONSIDERATION OF 1989 BUDGET ESTIMATES - SEPARATE PACKAGE

5. NEW BUSINESS

6. ADJOURNMENT

Tuesday, 1989 January 24
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Also Present: Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. R. Underhill, Supervisor of Subsidies
Mr. T. Bradley, Manager of Purchasing
Mr. D. Vyce, Director of Property
Mr. J. Thompson, Secretary

1. DELEGATION - AMITY GOODWILL INDUSTRIES

Delegation - Amity Goodwill Industries

Mr. W. A. Hopkins, Campaign Chairman; Mr. J. Rosenblat, Volunteer; Ms. Tanis Hall, Campaign Director and Mr. Doug Wallace, Executive Director, Amity Goodwill Industries appeared before the Committee to explain the plans of Amity to raise funds to renovate their existing building and to provide assessment and training equipment for job training. They requested the City's financial assistance in this undertaking by making a commitment of $100 000 annually over a three-year period for a total gift of $300 000.

Following presentation, the Committee approved in principle that funding should be provided by the City of Hamilton for Amity's expansion program. However because of the amount being requested, the Committee directed that Amity's application be referred to the Co-ordinating Committee for consideration and recommendation and that the Treasurer provide the Co-ordinating Committee with additional particulars and details on alternative methods of financing this proposed capital grant. The Secretary was asked to advise the Secretary of the Co-ordinating Committee to invite representatives of Amity to meet with the Co-ordinating Committee when its application is considered in order to discuss relevant matters such as the staging of financing.

2. MINUTES

Approval of the Minutes of the Meeting Held 1989 December 06

The minutes of the last regular meeting of the Finance Committee held 1988 December 06 were received and adopted as circulated to the members.

3. MANAGER OF PURCHASING

Fabricating Crew Cabs for New Sanding Trucks

(a) Fabricating Crew Cabs for New Trucks

As outlined in a report of the Manager of Purchasing dated 1989 January 16, the Committee agreed to submit the following recommendation to City Council for approval.

That the cost of fabricating and installing crew cabs for two new sanding units, No. 9687 and No. 9688, at a cost of $6 000 each for a total of $12 000, be charged to Account No. 0280-01-Reserve for Replacement of Mobile Equipment.

Purchase - Various Janitorial Paper Products

(b) Various Janitorial Paper Products

As outlined in a report of the Manager of Purchasing dated 1989 January 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be placed with Lilo Products, Hamilton in the total amount of $95 548.50 for various janitorial paper in accordance with specifications issued by the Manager of Purchasing and unit price in Vendor's tender.

Note: Lowest of four (4) tenders received. Funds provided in various accounts.

Extension of Contract - Window Washing

(c) Extension of Contract for Window Washing

As outlined in a report of the Manager of Purchasing dated 1989 January 17, the Committee agreed to submit the following recommendation to City Council for approval.

That the City exercise its option to extend the existing agreement with Skylight Window Cleaning Company, Hamilton, to wash windows at various civic buildings, including City Hall originally approved as Section 5 of the TENTH Report of the Finance Committee for 1987 and approved by City Council 1987 July 23.

Note: Only acceptable tender received. Funds provided in various accounts. The following are the rates approved by City Council 1987 July 23.

| | First Term ending December 31, 1988 | Second Term ending December 31, 1991 |
|---|---|---|
| Various Civic Buildings | $43 087.15 | $69 096.58 |
| City Hall | 27 737.15 | 44 962.23 |

(d) Supply and Delivery of Safety Shoes, Boots and Rubber Footwear During 1989, Purchasing Stores

Supply and Deliver of Safety Shoes, Boots and Rubber Footwear During 1989, Purchasing Stores

As outlined in a report of the Manager of Purchasing dated 1989 January 18, the Committee agreed to submit the following recommendation to City Council for approval.

That purchase orders be issued for the supply and delivery of safety shoes, boots, and rubber footwear as and when required by Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders as follows:

(i) Emille Shoes Limited, Burlington

| | |
|---|---|
| safety shoes | $39.97 pair |
| winter safety boots 10" | 29.38 pair |

(ii) Tatra Shoe Manufacturing, Dunnville

| | |
|---|---|
| safety boots 6" | $35.00 pair |
| safety boots 8" insulated | 47.00 pair |
| safety boots 8" non-insulated | 39.95 pair |

provincial sales tax extra at 8%

Note: (a) Lowest of seven (7) tenders received.
(b) Lowest of six (6) tenders received.
Funds provided in Stores Inventory Account No. CH56103 28999.

(e) Supply and Delivery of Shovels, Rakes, Forks, Hoes, etc. During 1989, Purchasing Stores

Supply and Delivery of Shovels, Rakes, Forks, Hoes, etc. During 1989, Purchasing Stores

As outlined in a report of the Manager of Purchasing dated 1989 January 16, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Charles Jones Industrial Ltd., Stoney Creek in the amount of $28 560.41 for the supply and delivery of shovels, rakes, forks, hoes, etc., as and when required by Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

Note: Lowest acceptable of seven (7) tenders received. Funds provided various stock inventory accounts.

Extension of Contract for Supply of Tires and Tire Maintenance

(f) Extension of Contract for Supply of Tires and Tire Maintenance

As outlined in a report of the Manager of Purchasing dated 1989 January 17, the Committee agreed to submit the following recommendation to City Council for approval.

That the City exercise its option to extend the existing agreement with General Tire (formerly Astro Tire) Hamilton, for the supply of tires and tire maintenance as outlined in the schedule of rates for the Third Term of the agreement originally approved by City Council in adopting Section 8 of the NINETEENTH Report for the 1986 Finance Committee.

Note: Lowest of four (4) tenders received. Funds provided in various accounts. The following are the prices approved by City Council in 1986.

| | Rates for First 12 Months |
|---|---|
| Tire Maintenance | $ 3 500 per month |
| Emergency Calls | 38 per emergency call |
| Tires, approximately | 34 352 |
| | All Plus 7% P.S.T. |
| | **Second Term** |
| Tire Maintenance | No Increase |
| Tires | 4% Increase |
| | **Third Term** |
| Tire Maintenance | 5% Increase |
| Tires | 5% Increase |

Extension of Contract for Domestic Fuel Oil for Various Civic Buildings

(g) Extension of Contract for Domestic Fuel Oil for Various Civic Buildings

As outlined in a report of the Manager of Purchasing dated 1989 January 18, the Committee agreed to submit the following recommendation to City Council for approval.

That the City exercise its option to extend the existing agreement with Gillies Guy, Hamilton for the supply and delivery of domestic fuel as and when required to various departments originally approved as Section 2 of the THIRTEENTH Report of the 1988 Finance Committee and approved by City Council 1988 October 30.

Note: Lowest of two (2) quotations received. Funds provided in various accounts. The following are the prices approved by City Council 1988 October 30.

| No. 2 Furnace Oil | Stove Oil |
|---|---|
| .1825 per litre | .1925 per litre |

Based on Toronto Rack Price, subject to change in taxes and the published price in the Oil Buyers' Guide.

(h) Command Post/Hazardous Materials for Fire Department

Command Post/ Hazardougs Materials for Fire Department

As outlined in a report of the Manager of Purchasing dated 1989 January 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Contran Mfg. (1982) Ltd., London for the supply and delivery of a command post/hazardous materials unit in accordance with Vendor's proposal for a total sum of $154 845.73.

Note: Only acceptable proposal. Funds available in Replacement of Vehicle Account No. RF 55002-25201.

(i) Purchasing of Three Cash Registers, Treasury Department

Purchase - Three Cash Registers Treasury Department

As outlined in a report of the Manager of Purchasing dated 1989 January 09, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Data Terminal Sales, Hamilton, in the amount of $20 719.80 for the purchase of three (3) electronic cash registers for the Treasury Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation.

Note: Lowest of four (4) quotations received. Funds provided in Motorized Equipment Account No. 0280-31.

As these machines are required prior to the first 1989 tax bill notices being sent out, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(J) Demolition 405, 407, 409 and 411 Sherman Avenue North

Demolition 405, 407 409 and 411 Sherman Avenue North

As outlined in a report of the Manager of Purchasing dated 1989 January 09, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Meszaros Wrecking, Brantford in the amount of $27 000 to supply all labour and equipment necessary for the demolition of 405, 407, 409 and 411 Sherman Avenue North, Hamilton in accordance with specifications issued by the Manager, Real Estate Division and Vendor's quotation.

Note: Lowest of three (3) quotations received. Funds provided in Enclaves Clearance Programme Account No. 0408-W75266.

Because this work cannot be approved by City Council until late January 1989, there will be additional security costs and continually boarding up of the property for protection of the property and citizens, this order has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

4. DIRECTOR OF PROPERTY

Service Contract - City/Regional Telephone Service - Bell Canada

(a) Service Contract - City/Regional Telephone Service - Bell Canada

As outlined in a report of the Director of Property dated 1988 December 20, the Committee agreed to submit the following recommendations to City Council for approval as amended.

(i) That authorization be given for the Corporation of the City of Hamilton to enter into a Parts and Labour Service Agreement with Bell Canada to maintain the City's telephone system in City Hall from 1988 October 16 to 1989 October 15 on a "fee for service" basis at a total estimated cost of $50 000.

(ii) That the Mayor and City Clerk be authorized to execute the Service Agreement on behalf of the City, which Agreement shall be in a form satisfactory to the City Solicitor.

With respect to the present contractual arrangements with Bell Canada, Mr. Vyce explained that the contract with Bell Canada expired 1988 October 15 and while no new contract has been formally entered into by the parties, Bell Canada has been providing service to the City and the Region since that time on a "Parts and Labour", pay-as-you-go basis. Bell Canada would only provide maintenance service on that basis due to the difficulty Bell has experienced in maintaining the present system and due to the fact that Bell cannot guarantee it can maintain it much longer. The Committee asked Mr. Vyce to investigate if the City has been billed to date by Bell for any maintenance costs based on the contract that expired October, 1988.

Replacement of Telephone System - City Hall Capital Budget Submission - 1989 - 1993

(b) Capital Budget Submission for 1989 - 1993
Replacement of Telephone System - City Hall

The Committee agreed to recommend to the Co-ordinating Committee that consideration be given to the inclusion of the replacement of the telephone system, City Hall in the 1989 - 1993 Capital Budget at a cost of $130 000.

The Committee asked the Director of Property to investigate the question of lease vs. purchase of equipment or the third option of using the Centrex III switch from the common carrier.

Lease Agreement - First Floor - 74 Hughson Street South to Canadian Mental Health Association

(c) Lease of First Floor at 74 Hughson Street South to Canadian Mental Health Association

As outlined in a report of the Director of Property dated 1989 January 04, the Committee agreed to submit to the following recommendations to City Council for approval.

(a) That the City of Hamilton renew the lease of 5 032.75 square feet on the first floor of 74 Hughson Street South with the Canadian Mental Health Association for a period of three years commencing 1988 December 01 and terminating 1991 November 30; and

(b) That the Mayor and City Clerk execute a lease document satisfactory to the City Solicitor.

Note: The Rent Schedule for the aforementioned space is calculated as follows:

5 032.75 square feet @ $11.50 per square foot per annum .....
$57 876.62 to be paid in advance in equal monthly installments of $4 823.05 on the first day of each month commencing 1988 December 01. The aforementioned rent includes taxes which amounted to $10 130.27 for 1988.

In addition to rent paid by the Canadian Mental Health Association, it is responsible for their proportionate share of the increase in operating costs and realty taxes over the Base Year of 1988.

Included in the rent paid are the availability of ten parking spaces.

The Canadian Mental Health Association will also cost share with the Regional Health Department for the parking lot snow removal as well as the costs incurred to provide the building's security system.

The lease shall contain a clause whereby the City upon one year's written notice may terminate the lease.

5. TREASURER

(a) Realty and Business Tax Prelevy Mill Rates for 1989

Realty and Business Tax Prelevy Mill Rates for 1989

The Committee was in receipt of a report of the Treasurer dated 1989 January 10 recommending that the prelevy residential and non residential mill rates for 1989 be established in order to enable the City to bill a prelevy of approximately 150 million dollars in realty and business taxes.

In discussion, the Committee requested the Treasurer to prepare a report on the feasibility of moving the March realty tax installment to April and also allowing tax payers to make tax payments of monthly installments.

Following discussion, the Committee agreed to submit the following recommendations to City Council for approval.

That the prelevy residential and non-residential mill rates for 1989 be established at figures slightly below 50% of the 1988 respective mill rates as follows:

(i) A. That a real property tax prelevy mill rate of 149 mills be established for 1989 to be billed in two installments of 74.5 mills each, payable 1989 February 28 and March 31. This prelevy rate represents 49.794% of the 1988 residential mill rate.

B. That a business tax prelevy mill rate of 176 mills be established for 1989 to be billed in one installment, payable 1989 February 28. This prelevy rate represents 49.994% of the 1988 non-residential mill rate.

(ii) That a non-metered water and sewer surcharge prelevy, be established on behalf of the Regional Municipality of Hamilton-Wentworth, based on approximately 50% of the 1988 charge to be billed in two equal installments, payable 1989 February 28 and March 31.

Group "A" Disabled and Handicapped Persons - Transit Assisted Fares

(b) Transit Assisted Fares - Group "A", Disabled and Handicapped Persons

The Committee was in receipt of a report of the Treasurer dated 1989 January 11 recommending that the user fee for the purchase of bus passes and tickets for Group "A" be increased from $25 to $28 per month.

It was moved by Alderman Copps, seconded by Alderman Drury that the recommended increase to $28 per month be reduced to $26.50 per month. Motion Lost.

In Favour - Aldermen Copps, Drury.

Opposed - Alderman McCulloch, Mayor Morrow, Alderman Cooke, Lombardo, Smith, Murray.

It was subsequently moved, seconded and carried that the following recommendation of the Treasurer as outlined in his report dated 1989 January 11 be submitted to City Council for approval.

That the user fee for the purchase of bus passes and tickets for Group "A" (Disabled and Handicapped Persons) be increased from $25 to $28 per month (bus passes) and 65 cents to 70 cents per ticket effective for the sale of bus passes for March 1989 and tickets 1989 February 01.

In Favour - Alderman McCulloch, Mayor Morrow, Aldermen Cooke, Lombardo, Smith, Murray.

Opposed - Aldermen Copps, Drury.

Senior Citizens (Age 70 and Over) Transit Assisted Fares

(c) Transit Assisted Fares - Senior Citizens (Age 70 and Over)

The Committee was in receipt of a report of the Treasurer dated 1989 January 13 recommending an increase in the user fee for the purchase of an annual bus pass for Senior Citizens Age 70 and Over.

Alderman Drury addressed the Committee and submitted that anyone who has not been in the program before and decides that they want to take advantage of the program will not be able to enjoy the same benefits and privileges as those people who have already been in the program.

Following consideration, the Committee agreed to submit the following recommendation to City Council as outlined in the Treasurer's report of 1989 January 13.

That the user fee for the purchase of an annual bus pass for senior citizens (age 70 and over) be increased from $28.75 to $30 annually (from $2.40 to $2.50 per month) effective for the renewal of annual bus passes valid from 1989 April 01 to 1990 March 31.

Note: The 1989 - 1990 annual bus pass will be available only to those seniors who were in receipt of a pass which expired 1989 March 31.

Draft By-law for the Authorization to Borrow Monies to Pay Off Bank Overdrafts in Relations to Current Expenditures

(d) Draft By-law for the Authorization to Borrow Monies to Pay Off Bank Overdrafts in Relation to Current Expenditures

As outlined in a report of the Treasurer dated 1989 January 19, the Committee agreed to submit to City Council for their approval the draft by-law for the authorization to borrow monies to pay off bank Overdrafts for 1989 as and when they arise for current expenditures to a maximum of $8 000 000.

1989 Preliminary Current Estimates

(e) 1989 Preliminary Current Estimates

The Committee received a report of the Treasurer dated 1989 January 20 containing an overview of the 1989 preliminary estimates.

The budget summaries attached to the Treasurer's report, including proposed new staffing and other expansion items would impact financially as follows.

(i) City expenditures would increase by 10.8% over 1988;

(ii) City revenues would increase by 2.3% over 1988;

(iii) The mill rate increase (tax increase) would be approximately 12.6% or $55 increase to the average taxpayer for City services.

Grants Policy

6. GRANTS POLICY

The Committee was in receipt of a memorandum from the Secretary dated 1989 January 20 to which was sub-joined a copy of Sub-section 1(d) of Section 12 of the FIRST Report of the Finance Committee dealing with the two-thirds vote proposal to reverse a grant recommendation which was referred back to the Committee by City Council 1988 December 13 for further consideration.

It was moved by Alderman Cooke, seconded by Mayor Morrow and carried that the following recommendation be received.

(d) "A two-thirds vote of the members of the Finance Committee present when the vote is taken is required to reverse a grant recommendation either at the initial approval or on appeal to the Finance Committee."

St. Paul's "A Spire to the Future" Campaign

7. ST. PAUL'S, "A SPIRE TO THE FUTURE" CAMPAIGN

The Committee was in receipt of a copy of letter from Mr. I. Hendry, Campaign Chairman addressed to Mayor R. M. Morrow dated 1988 December 19 requesting that the City of Hamilton contribute $50 000 in 1989 and $50 000 in each of the next four years for a total of $250 000 for the spire restoration of St. Paul's Church.

The Chairman explained that the Committee should discuss the philosophy and possibly establish a policy with respect to the City providing grants for heritage projects which fall under the jurisdiction of the Provincial Government.

Following discussion, it was moved by Alderman Murray, seconded by Alderman Gallagher and carried that the Finance Committee recommend to City Council that a policy be established whereby the City of Hamilton shall not provide funding for heritage conservation, protection and preservation for properties not owned by the City of Hamilton as funding is already provided by the Ontario Heritage Foundation.

Settlement of Claims

8. SETTLEMENT OF CLAIMS

As outlined in a report from the Secretary dated 1989 January 20, the Committee approved that the Summary Report attached to the Secretary's report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with established policy.

Adjournment

The meeting then adjourned.

Taken read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 January 24

Typed by M. J. Walton

# FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1989 January 24
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: SUPPLY AND DELIVERY OF SAFETY EQUIPMENT, RAINWEAR, TRAFFIC CONES AND VESTS DURING 1989, PURCHASING STORES

RECOMMENDATION

That purchase orders be issued for the supply and delivery of Safety Equipment, Rainwear, Traffic Cones and Vests as and when required to Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders, as follows:

1. Armour Protection, Hamilton

| | | |
|---|---|---|
| | Traffic Vests | $8.68 each |

NOTE: Lowest of thirteen (13) tenders received

2. Safety Express, Oakville

| | | |
|---|---|---|
| | 28" Traffic Cones | 9.95 each |

NOTE: Lowest of thirteen (13) tenders received

3. Lawlor & Company, Hamilton

| | | |
|---|---|---|
| a) | Medium, Large and X-Large Rain Pants | 11.55 each |
| b) | Medium, Large and X-Large Rain Jackets | 13.05 each |
| c) | Medium, Large and X-Large Long Rain Coats | 19.35 each |
| d) | Rain Hats | 3.15 each |

NOTE: 3-a) & b) Lowest of six (6) tenders received
c) & d) Lowest of five (5) tenders received

4. Acklands Limited, Hamilton

| | | |
|---|---|---|
| a) | Respirator Face Pieces | $16.85 each |
| b) | Respirator Cartridges 7500-1 & 2 | 18.58 each |
| c) | 7500-4 | 26.04 each |
| d) | Filter Cartridges 7500-7 | 16.52 (6) |
| e) | Filters 7500-8 | 17.30 (4) |
| f) | 7500-83 | 15.95 (2) |
| g) | N7500-6B | 44.35/C |
| h) | N7500-10B | 59.13/C |
| i) | Filter Holders | 1.76 each |
| j) | Filter Covers | .93 each |
| k) | Filter Assemblies | 4.61 (2) |
| l) | Filter Pesticides | 66.22/C |
| | Provincial sales tax extra at 8% | |

NOTE: Lowest acceptable of eleven (11) tenders received.
Funds provided in various Stock Inventory Accounts

T. Bradley, Manager of Purchasing

3(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 2
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* TRANSPORTATION OF MONIES

*RECOMMENDATION:*

1) That the following resolution which was adopted by City Council on July 28, 1987 be rescinded:

   That a purchase order be issued to Armoured Transport of Canada, Concord for the transporting and storage of monies for City Hall to December 31, 1988, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, at the following prices:

   Cost Per Month - $330.00
   Special Pickups - $23.50

   NOTE: Lowest of three (3) tenders received. Funds provided in Transportation of Monies Account 0323-0944.

2) That the Treasurer be authorized to enter into a two year contract represented by a 4% increase in both 1989 and 1990 with Brinks Canada Limited for the transportation of monies to and from City Hall effective January 1, 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

On July 28, 1987, City Council approved the issuance of a purchase order to Armoured Transport of Canada for the transportation of monies to and from City Hall, Subsequent to that approval, we received a copy of an order from the Ontario Highway Transportation Board denying an application from this Company for an extra provincial operating licence and a class "D" operating licence.

....2

In view of the circumstances, we agreed to continue this service with Brinks under a clause in the existing contract which provided for continuance until either party terminated the control upon 30 days notice. We also turned this matter over to the City Solicitor and to the best of my knowledge, this Company has never provided them with sufficient documentation to clarify the status of their licence.

Due to the length of time this matter has been outstanding, Brinks has requested the City to enter into a 2 year contract effective January 1, 1989, to formalize the existing arrangements. They are also proposing a 4% increase for 1989 and 1990 which would increase our monthly rates as follows:

Tax payment periods; 1988 - $572.25; 1989 - $595.00; 1990 - $619.00
Non tax payment periods; 1988 - $543.00; 1989 - $565.00; 1990 - $588.00
Per call basis; 1988 - $30.00; 1989 - $31.25; 1990 - $32.50

I am recommending the approval of this contract effective January 1, 1989.

Att'd

c.c. Mr. T. Bradley, Manager of Purchasing

FEB - 2 1989

FOR ACTION

3(4)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 2
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* USER FEES -- TREASURY DEPARTMENT

*RECOMMENDATION:*

That the Treasurer be authorized to increase the fee for the issuance of subdivision compliance letters from the present rate of $15.00 per enquiry to a rate of $20.00 per enquiry effective March 1, 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Additional recoveries of approximately $5,000/annum.

*BACKGROUND:*

The Treasury Department receives requests from solicitors for confirmation that the subdivider has complied with the terms of the agreement and that the City is holding sufficient security for the installation of services if the subdivider defaults on the agreement.

The present fee of $15.00 was established January, 1988 and generated an amount of $14,870 in cost recoveries in 1988 which equates to approximately 1,000 enquiries. The Region, who provide the same information relative to underground services has increased their fee to $20.00 per enquiry effective January 1, 1989. Since the City incurs similar costs in staff time, postage, etc., I am recommending we charge the same fee for this service effective March 1, 1989, in order to give us sufficient time to notify the solicitors of this change in the fee structure.

FEB - 2 1989

3(c)

FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 2
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* REALTY AND BUSINESS TAX INSTALMENT BILLING SYSTEM

*BACKGROUND:*

At the last meeting of the Finance Committee held on January 24, 1989, I was requested to prepare a report on the feasibility of moving the March realty tax instalment to April and also allowing taxpayers to make tax payments on the basis of monthly instalments.

For your information, I am attaching a copy of a report dated July 10, 1987, in which both of these matters were addressed in detail. You will note at that time we considered a number of alternative billing systems for both realty and business taxes and the attached summary shows the impact on our cash flow and the resulting decrease in short term interest revenue due to the delay in the receipt of these funds. While this statement has not been updated to reflect the current cash flow and interest rates, the relationship between the cost of these alternatives remain the same.

Based on our estimated cash flow of $41 million in March 1989, and assuming an interest rate of 11% (which is the rate we are presently earning on current investments), the loss of short term interest revenue would be approximately $375,000 in 1989 if we were able to move the March realty tax instalment to April of this year. However, as I advised you at the last meeting,the February tax bills are scheduled for mailing on February 6 and 7, 1989, in order to meet the 21 day notice to taxpayers required by Legislation. Included in these tax bills is a reference to the next billing date of March 1989 and a discount factor based on a prepayment of the March instalment. Therefore, we are unable to alter the prelevy due dates at this stage of the billing process.

With respect to the proposal for allowing taxpayers to make payments on the basis of monthly instalments, you will note that the present system is not flexible enough to accommodate such a plan. We are in the process of designing a new property tax system which is tentatively scheduled for 1990 and consideration has been given to include this proposal along with other improvements to the system.

E. C. Matthews

Att'd

c.c. Mr. J. G. Hindson, P.Eng., Director of Information Systems

# THE CORPORATION OF THE CITY OF HAMILTON

FROM MR. E. C. MATTHEWS, TREASURER DATE 1987 JULY 10
Name & Title

FOR ACTION ☒ FOR INFORMATION ☐ File No. _____

TO: CITY COUNCIL ☐ (OR) ALDERMAN P. VALERIANO AND MEMBERS OF THE FINANCE COMMITTEE X ☐
Committee

SUBJECT

REALTY AND BUSINESS TAX INSTALMENT BILLING SYSTEM

## RECOMMENDATION

1) That the present instalment billing system for realty taxes (pre-levy instalments in February and March and levy instalments in June and September with a prepayment option in May) and business taxes (pre-levy instalment in February and a levy instalment in May) be retained by the City.

2) That the Treasurer give consideration to allowing taxpayers to make payments on the basis of monthly instalments in designing the new property tax system, tentatively scheduled for 1990.

E. C. Matthews, Treasurer

## BACKGROUND

You will recall that earlier in 1987, I recommended to the Finance Committee that a review be made of our present tax instalment billing system, as a result of enquiries from the Mayor and Members of Council, to determine whether or not a change should be proposed for 1988 and subsequent years.

For your information, the present instalment system for both realty and business taxes was approved by City Council in 1982 and while, in my opinion, it has been working quite effectively since that time, there have been concerns expressed about the present system especially over the back to back prelevy realty tax instalments in the months of February and March of each year.

### HISTORY OF INSTALMENT BILLINGS FOR THE CITY OF HAMILTON

| | Realty Taxes | | | Business Taxes | | |
|---|---|---|---|---|---|---|
| | 1982 to Present (1) | 1965-1982 (2) | Prior to 1965 (3) | 1982 to Present (4) | 1974-1982 (5) | Prior to 1974 (6) |
| Instalment 1 | Feb. | Feb. | May | Feb. | Feb. | April |
| Instalment 2 | March | April | July | May | June | |
| Instalment 3 | June | June | Sept. | | | |
| Instalment 4 | Sept. | Aug. | | | | |
| Instalment 5 | | Oct. | | | | |
| No. of Instalments | (4) | (5) | (3) | (2) | (2) | (1) |

BACKGROUND - continued

In addition, under the present billing system, there are prepayment options available in February and May for those taxpayers wishing to prepay realty taxes and take advantage of a discount. There is no prepayment or discount system in place for business taxpayers.

ANALYSIS OF ACCOUNTS AND PAYMENT STATISTICS

There are approximately 83,000 realty tax accounts in the City of Hamilton of which 31,000 or 37% utilize the prepayment option. Of the 31,000 accounts prepaid, approximately 14,100 representing 17% of all realty tax accounts are paid by mortgage institutions for taxpayers, while the balance of 16,900 or 20% are paid by taxpayers directly to the City.

In summary, approximately 63% of the taxpayers representing 52,000 accounts take advantage of the instalment system. It is to be noted that large corporations pay, almost exclusively, on the instalment system.

ALTERNATIVE TAX INSTALMENT BILLING SYSTEMS

I. Monthly Instalments

We have received information from the Cities of Peterborough and Kitchener regarding an automated system they have implemented involving preauthorized monthly tax payments. This system has been offered initially to residential taxpayers with the option of extending it eventually to the business area. Each month, the municipality's bank debits the taxpayers account at his financial institution and the payments are transmitted by computer tape to the municipality for credit to the tax account. Monthly payments are based on the prior years taxes plus an increase for the current year with an adjustment to the accounts at year end. No discount is allowed on payments made prior to the instalment dates and no penalty is charged for balances after the instalment due dates.

While this system may have some advantages, the City of Hamilton could not implement a similar system until at least 1990. As you are aware, we are in the process of upgrading our entire computer facility which has fallen behind since 1975 and the design of a new tax billing system should include consideration of accommodating monthly instalments and other improvements. The present tax billing system is more than 20 years old and is not flexible enough to accommodate such a plan. Both our Systems Division and our consultants confirm that our existing taxation system is "fragile".

BACKGROUND - continued

II. Other Alternatives

Attached is a statement summarizing the cash flow of realty and business taxes under our present instalment system and the impact on the cash flow if we were to adopt one of the alternative systems which have been considered. Also shown in this statement is an analysis of loss in short term interest revenue due to the delay in the receipt of taxation revenues assuming interest rates of 8%, 9% and 10%.

You will note that any change in the present system to ease the payment schedule results in a substantial interest loss to the City. For example, delaying the March realty tax instalment to April would result in a loss of $253,000 in interest revenue assuming we could earn interest on these monies at a rate of 8%. It should be also noted that there will be marginal negative impact on the penalty and interest revenue if the present instalments are delayed.

Recommendation

Based on the financial statistics attached, I would not recommend that a change be made to the present instalment system for the year 1988. The instalment schedule still has the general acceptance of the majority of taxpayers and there have not been, in my opinion, a large number of complaints.

I would recommend, however, that consideration be made in the proposed realty and business tax system for pre-authorized monthly tax payments.

Att'd

City of Hamilton
Treasury

## ANALYSIS OF THE CASH FLOW AND LOSS OF INTEREST REVENUE USING ALTERNATIVE REALTY AND BUSINESS TAX INSTALMENT SYSTEMS

($000,000's)

| | Cash Flow based on Present Instalment System | | | Cash Flow based on Alternative Instalment Systems | | | | |
|---|---|---|---|---|---|---|---|---|
| | Realty (1) | Business (2) | Total (3) | Alternative A (4) | Alternative B (5) | Alternative C (6) | Alternative D (7) | Alternative E (8) |
| January | | | | | | | | |
| February | 68 | 19 | 87 | 87 | 87 | 87 | 87 | 46 |
| March | 38 | | 38 | | 38 | | | 27 |
| April | | | | 38 | | 38 | 38 | 26 |
| May | 34 | 23 | 57 | 57 | 34 | 34 | 34 | 26 |
| June | 54 | | 54 | 54 | 77 | 77 | 59 | 59 |
| July | | | | | | | | 36 |
| August | | | | | | | 36 | 35 |
| September | 54 | | 54 | 54 | 54 | 54 | | 35 |
| October | | | | | | | 36 | |
| November | | | | | | | | |
| December | | | | | | | | |
| | 248 * | 42 | 290 | 290 | 290 | 290 | 290 | 290 |
| Increase/(Decrease) in short term interest revenue assuming an interest rate of - 8% | | | | (253,300) | (153,300) | (406,600) | (766,600) | (1,500,000) |
| - 9% | | | | (285,000) | (172,500) | (457,500) | (862,500) | (1,687,500) |
| - 10% | | | | (316,700) | (191,700) | (508,400) | (958,400) | (1,875,000) |

* Includes $12 million levied for non-metered water, sewer surcharge and local improvements.

Note: Alternative A - Defer the March pre-levy realty tax instalment to the month of April.
Alternative B - Defer the May business tax instalment to the month of June.
Alternative C - Defer the March pre-levy realty tax instalment to April and the May business tax instalment to June.
Alternative D - Revert to the former instalment system of billing realty taxes in 5 instalments due in February, April, June, August and October and business taxes in February and June.
Alternative E - City of Toronto instalment system (Business Feburary and June; Realty - 8 instalments - February though September - payable mid month.)

1987 July 10

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

CA4 ON HBL A05
C51F3
1989

1989 February 17

## NOTICE OF MEETING

Finance Committee
Tuesday, 1989 February 21
2:00 o'clock p.m.
Room 233, City Hall

HAMILTON PUBLIC LIBRARY
FEB 22 1989
GOVERNMENT DOCUMENTS

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the last regular meeting held 1989 February 07.

2. MANAGER OF PURCHASING

   (a) Supply and Delivery of Fine Paper, Various Locations During 1989

   (b) Emergency Repair of Boiler at Jimmy Thompson Pool

   (c) Purchase of Vehicles for various civic departments - Reports to be distributed on Monday, 1989 February 20

3. CO-ORDINATING COMMITTEE

   Petition to Provincial Treasurer - Review of Unconditional Grant Funding

4. TREASURER

(a) Refund of Deposit and Other Costs

(b) Financing of School Crossing Guard - King and Strathcona

(c) Proposed Distribution of 1989 Current Budget Surplus

(d) Treasury Department - "Internal Auditor" Package

(e) Remuneration and Expenses Paid to Member of Council and Members of other Bodies for the Year 1988

(f) Current Budget Estimates and Service/Program Packages - Overview and Explanation by Mr. E. C. Matthews (No Copy)

5. GRANTS CO-ORDINATOR

(a) 1989 General Grants Deadline

(b) 1989 Convention/Reception Grants and Procedures

6. APPROVED SETTLEMENT OF CLAIMS

7. NEW BUSINESS

8. ADJOURNMENT

Tuesday, 1989 February 07
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. K. Beattie, Budget Analyst
Mr. T. Daw, Manager of Revenue
Mr. J. Hindson, Director of Information Systems
Mr. T. Bradley, Manager of Purchasing
Mr. J. Thompson, Secretary

1. MINUTES

The minutes of the meeting of the Finance Committee held 1989 January 24 were received and adopted as circulated to the members.

2. SUPPLY AND DELIVERY OF SAFETY EQUIPMENT, RAINWEAR, TRAFFIC CONES AND VESTS FOR 1989

As outlined in a report of the Manager of Purchasing dated 1989 January 24, the Committee agreed to submit the following recommendations to City Council for approval.

That purchase orders be issued for the supply and delivery of safety equipment, rainwear, traffic cones and vests as and when required to Purchasing Stores in 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders, as follows:

(a) Armour Protection, Hamilton

traffic vests $ 8.68 each

Note: Lowest of thirteen (13) tenders received.

(b) Safety Express, Oakville

28" traffic cones $ 9.95 each

Note: Lowest of thirteen (13) tenders received.

(c) Lawlor & Company, Hamilton

| | | |
|---|---|---|
| (i) | medium, large and x-large rain pants | $ 11.55 each |
| (ii) | medium, large and x-large rain jackets | $ 13.05 each |
| (iii) | medium, large and x-large long rain coats | $ 19.35 each |
| (iv) | rain hats | $ 3.15 each |

Note: (i) and (ii) Lowest of six (6) tenders received
(iii) and (iv) Lowest of five (5) tenders received.

(d) Acklands Limited, Hamilton

| | | |
|---|---|---|
| (i) | respirator face pieces | $ 16.85 each |
| (ii) | respirator cartridges 7500-1 and 2 | $ 18.58 each |
| (iii) | respirator cartridges 7500-4 | $ 26.04 each |
| (iv) | filter cartridges 7500-7 | $ 16.52 (6) |
| (v) | filters 7500-8 | $ 17.30 (4) |
| (vi) | filters 7500-83 | $ 15.95 (2) |
| (vii) | filters N7500-68 | $ 44.35/C |
| (viii) | filters N7500-108 | $ 59.13/C |
| (ix) | filter holders | $ 1.76 each |
| (x) | filter covers | $ .93 each |
| (xi) | filter assemblies | $ 4.61 (2) |
| (xii) | filter pesticides | $ 66.22/C |
| | provincial sales tax extra at 8% | |

Note: Lowest acceptable of eleven (11) tenders received. Funds provided in various stock inventory accounts.

3. TRANSPORTATION OF MONIES

As outlined in a report of the Treasurer dated 1989 February 02, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the following resolution which was adopted by City Council on 1987 July 28, be rescinded.

> That a purchase order be issued to Armoured Transport of Canada, Concord for the transporting and storage of monies for City Hall to 1988 December 31, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, at the following prices:
>
> Cost per month $330.00
> Special Pickups $ 23.50
>
> Note: Lowest of three (3) tenders received.
> Funds provided in Transportation of Monies
> Account No. 0323-0944.

(b) That the Treasurer be authorized to enter into a two year contract represented by a 4% increase in both 1989 and 1990 with Brinks Canada Limited for the transportation of monies to and from City Hall effective 1989 January 01.

Note: On 1987 July 28, City Council approved the issuance of a purchase order to Armoured Transport of Canada for the transportation of monies to and from City Hall, subsequent to that approval, the City received a copy of an order from the Ontario Highway Transportation Board denying an application from this company for an extra provincial operating licence and a class "D" operating licence.

In view of the circumstances, the City agreed to continue this service with Brinks under a clause in the existing contract which provided for continuance until either party terminated the control upon 30 days notice. The Treasurer also turned this matter over to the City Solicitor and to the best of the Treasurer's knowledge, this company has never provided them with sufficient documentation to clarify the status of their licence.

4. USER FEES - TREASURY DEPARTMENT

As outlined in a report of the Treasurer dated 1989 February 02, the Committee agreed to submit the following recommendation to City Council for approval.

That the Treasurer be authorized to increase the fee for the issuance of subdivision compliance letters from the present rate of $15 per enquiry to a rate of $20 per enquiry effective 1989 March 01.

5. REALTY AND BUSINESS TAX INSTALLMENT BILLING SYSTEM

The Committee was in receipt of a report of the Treasurer dated 1989 February 02 advising at its meeting held 1989 January 24, the Finance Committee requested that he prepare a report on the feasibility of moving the March Realty Tax Installment to April and also allowing taxpayers to make tax payments on the basis of monthly installments.

Attached to the Treasurer's report was a copy of a report dated 1987 July 10 in which both of these matters were addressed in detail.

He explained that the February tax bills are scheduled for mailing on 1989 February 06 and February 07 in order to meet the 21 day notice to taxpayers required by legislation. Included in these tax bills is a reference to the next billing date of March 1989 and a discount factor based on a prepayment of the March Installment. Therefore, the Treasurer is unable to alter the prelevy due dates at this stage of the billing process.

With respect to the proposal for allowing taxpayers to make payments on the basis of monthly installments, it was noted that the present system is not flexible enough to accommodate such a plan. Information Systems is in the process of designing a new property tax system which is tentatively scheduled for 1990 and consideration has been given to include this proposal along with other improvements to the system.

In revising the tentative implementation date for the new property tax system Mr. Matthews explained that 1991 is the earliest the City can convert the system to the new tax system. He cited for example that it took one and a half years to convert the City's accounting system to the current improved system. He explained that it will be necessary to establish a project team to concentrate on a master project of converting to a new property tax system. The present taxation system handles approximately 90 000 accounts and is very fragile. The current system which is approximately 25 years old should have been replaced many years ago.

Alderman Drury explained that he would like to see the Finance Committee pursue the possibility of implementing a "mini" version of a new property tax system in the form of pre-authorized payments as a trial project. The Treasurer and Mr. Hindson agreed to investigate the possibility of pre-authorized payments further and report back to the Committee.

Mr. Matthews did indicate however that the present property tax system can be modified to move the March realty tax installment to April. He will report back to the Committee in sufficient time to implement this change in 1990.

With respect to the annual pass for senior citizens age 70 and over which will be available only to those seniors who were in receipt of a pass which expired 1989 March 31, Alderman Drury suggested once again that an appeal mechanism should be developed whereby someone who is not in receipt of a pass prior to 1989 April 1 but has attained the age of 70 prior to the expiry date and chooses not to purchase a pass until a later date for personal reasons should be given the opportunity to purchase a pass under the current program.

Alderman Drury agreed to discuss this matter with Alderman Christopherson and bring back a report and/or recommendation to the Finance Committee for consideration.

6. 1989 BUDGET ESTIMATES

The Committee proceeded to review the 1989 Expenditure Estimates of the following departments.

(a) Chief Administrative Officer

(b) Treasury

  (i) Finance

  (ii) Purchasing

  (iii) City Garage

(c) Property

  (i) Real Estate

  (ii) Property

  (iii) Architect

(a) Chief Administrative Officer

The Committee approved the budget of the Chief Administrative Officer in the amount of $163 820 which represents a 4.5% increase over the 1988 estimate.

(b) Treasurer

The Committee proceeded to review the various service/program packages for the Treasury Department.

Service Package No. 1 provides for the position of Internal Auditor which was established by City Council 1988 June 28 to perform independent examinations and evaluations of the adequacy and effectiveness of the City's internal controls and performance.
Mr. Matthews explained that the Internal Auditor will report to the

C.A.O. until such time as the Co-ordinating Committee determines the Terms of Reference for the position. The Committee directed that the C.A.O. and Treasurer to review the Terms of Reference for this position and refer them to the Co-ordinating Committee for approval.

With respect to Service/Program Package No. 2 dealing with the establishment of a MSA maintenance staff person to maintain new financial system which is "user oriented/to design reports, train employees, review and upgrade system as required, it was moved by Alderman Lombardo, seconded by Alderman Copps that this position be eliminated. Motion lost.

Yeas Aldermen Lombardo, Copps, Smith

Nays Aldermen McCulloch, Drury, Mayor Morrow, Alderman Murray, Gallagher

Service/Program Package No. 3 was approved as submitted.

With respect to Service/Program Package No. 4 dealing with establishment of one senior accountant to do all financial functions association with the Non-Profit Housing Program in Hamilton, it was noted that the annualized salary for this position will be fully recoverable from the Province. This cost will therefore be transferred to the Non-Profit Housing Budget.

The Committee approved the following reductions in the Property and Maintenance Division of the Property Department.

| | | |
|---|---|---|
| Account 0328-0236 | Repairs and Maintenance Various | $- 25 000 |
| Account 0328-1236 | Repairs and Maintenance Various | $- 10 900 |
| Account 0328-1536(01) | Roof Repairs - Dundurn | $- 10 000 |
| Account 0328-4033 | Repairs and Maintenance Buildings | $- 10 000 |
| Account 0328-4639(02) | Structural Repairs and | |
| (03) | Painting Structural Steel | $- 24 500 |
| Account 0328-8336 | Repairs and Maintenance Various | $- 10 000 |
| Account 0328-8436 | Repairs and Maintenance Various | $- 23 100 |

These adjustments represent a total reduction of $113 500 and will reduce the total Property budget increase from 10.5 % to 8.3%.

The Committee requested additional backup material and more detail on the Architectural Division of the Property Department.
Mr. Vyce agreed to provide the Committee with the same information that was provided for the Comprehensive Audit on the Architectural Division of the Property Department.

The Committee approved that the Grants Budget be frozen at the 1988 level namely, $947 000.

The balance of the budgets were approved as submitted.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 February 07

2(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 February 15
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** SUPPLY AND DELIVERY OF FINE PAPER, VARIOUS LOCATIONS DURING 1989

**RECOMMENDATION**
That a purchase order be issued to Buntin Gillies, Hamilton for the supply and delivery of Fine Paper as and when required to various locations during 1989, in accordance with specifications issued by the Co-odinator of Regional Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Various Accounts.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Tender Analysis based on estimated usage

| | |
|---|---|
| Buntin Gillies, Hamilton | $76,954.27 |
| Inter City Paper, Mississauga | 81,532.41 |

Federal and provincial sales taxes extra.

2(6)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 February 16
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** EMERGENCY REPAIR OF BOILER AT JIMMY THOMPSON POOL

**RECOMMENDATION**
That a purchase order be issued to Union Gas Limited, Hamilton, in the amount of $22,945 plus Provincial sales tax, for the emergency boiler repair at Jimmy Thompson Pool.

NOTE: Only supplier available. Funds provided in 1988 Energy Conservation Account CF5200-318841043.

As this is an emergency boiler replacement, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**
Because of the time of year and the potential disruption to the facility operation, staff were forced to move very quickly to address the failure of the boiler. The contractors employed for the removal of the old boiler and the installation of the new units were common both to the City and Gas Company as they regularly work for both parties.

For this reason, and with the help of all several contractors, the boiler was replaced with a functional system within five days.

3.

# Corporation of the City of H.

## Memorandum

**********

TO: Mr. J. D. Thompson
Secretary, Finance Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
Secretary, Co-ordinating Committee

OUR FILE:
PHONE: 526-2728

SUBJECT: Petition to Provincial Treasurer - Review of Unconditional Grant Funding

DATE: 1989 February 3

Subjoined for your information and appropriate action is a copy of Section 7 of the THIRD Report of the Co-ordinating Committee adopted by City Council at its meeting held January 31, 1989.

Would you please place this matter before your Committee at its next meeting.

JJS/bc

c.c. Mr. E. C. Matthews, City Treasurer

7. That the Finance Committee be requested to consider the formulation of a resolution for consideration by City Council to petition the appropriate Provincial Minister(s) to review the Unconditional Grant funding for municipalities.

That His Worship Mayor Robert M. Morrow be requested to arrange for a meeting with the Honourable R. Nixon, Provincial Treasurer, to formally present the City's position with respect to Unconditional Grants.

4(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **REFUND OF DEPOSIT AND OTHER COSTS**

*RECOMMENDATION:*

That the refund of the $2,600 deposit and other costs incurred by Joseph and Gino Tittarelli, as approved by City Council January 31, 1989, be charged to the Reserve for Property Purchases, Account No. RF 53003 25202.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Due to the rescinding of the sale of Old Nash Road between Brampton and Nash Road, the applicants will have their deposit of $2,600 returned, plus their application fee of $208 and "all reasonable survey and legal costs incurred by them with respect to the closure application" (to be determined).

*BACKGROUND:*

City Council, at its meeting of January 31, 1989, approved of the above action by item 32 of the Second Report of the Transport and Environment Committee.

# FOR ACTION

4(b)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* FINANCING OF SCHOOL CROSSING GUARD -- KING AND STRATHCONA

*RECOMMENDATION:*

That the estimated cost of $3,442 to assign a School Crossing Guard for a six month trial period at the intersection of King Street West and Strathcona Avenue, as approved by City Council January 31, 1989, be funded from the existing School Crossing Guard Budget, on an overdraft basis if necessary.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

It is anticipated that sufficient savings will occur in the School Crossing Guard budget in 1989 to absorb this additional cost.

*BACKGROUND:*

City Council at its meeting of January 31, 1989, by item 33 of the Second Report of the Transport and Environment Committee; approved of the above action.

# FOR ACTION

4(c)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **PROPOSED DISTRIBUTION OF 1988 CURRENT BUDGET SURPLUS**

*RECOMMENDATION:*

That the distribution of the 1988 Current Budget Surplus in the estimated amount of $3,564,255 be as follows:

| | | |
|---|---|---|
| 1) | Carry forward surplus to 1989 | $1,250,000 |
| 2) | Central Utilities Plant (C.U.P.) -- for Capital | 187,435 |
| 3) | Reserve for Uninsured Losses | 100,000 |
| 4) | Hosting of Conferences -- Municipal Subject Content | 25,000 |
| 5) | Reserve for Special Events -- 1989 | 45,000 |
| 6) | Reserve for Capital Projects | 1,956,820 |
| | | $3,564,255 |

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

See above recommendation.

*BACKGROUND:*

1) The carry forward surplus of $1,250,000 is in accordance with the established practice of reducing this carry forward amount by $250,000 per year.

2) The allocation of the C.U.P. surplus is in accordance with Council policy of reserving the surplus for the current year in the C.U.P. accounts for future capital projects provided that the overall City surplus is sufficient to first cover the carry forward requirement as described in (1) above.

....2

3) Reserve for Uninsured Losses -- we have recently increased our deductibles under both our liability and fire policies; consequently, our reserve requirements need to be strengthened in this area.

4) Hosting of Conferences with Municipal Subject Content -- to allocate an amount which may be required for conferences which are coming to Hamilton and for which funds are needed for hosting.

5) An amount of $45,000 is being set aside for various special events to take place in 1989.

6) The balance of the surplus, after allocation of the above items, will be transferred to the Reserve for Capital Projects on the understanding that a reallocation of this and/or other reserve funds may be proposed when the annual report on the status of reserves is reviewed in June.

4(d)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* TREASURY DEPARTMENT "INTERNAL AUDITOR" PACKAGE

*RECOMMENDATION:*

That the "Internal Auditor" package included in the 1989 Current Estimates of the Treasury Department be removed from consideration as an "expendable" item and be re-established within the normal estimates of the Treasury Department for 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

This position and the funding thereof, was previously established in the 1988 estimates through the approval of the establishment of this function by City Council. The rating of the position is presently being reviewed by the Human Resources Centre.

*BACKGROUND:*

The "Internal Auditor" position was originally packaged on a Form 6 within the Treasury Department's 1989 estimates so that it would ensure review by the Finance Committee during budget deliberations. This package has now been reviewed by this committee and I would like to incorporate the figures within the estimates of the Treasury Department in order that this function not be vulnerable when other "packages" are being priorized for all departments.

4(c)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 8
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* REMUNERATION AND EXPENSES PAID TO MEMBERS OF COUNCIL AND MEMBERS OF OTHER BODIES FOR THE YEAR 1988

*RECOMMENDATION:*

That the attached statement of the Treasurer summarizing remuneration and expenses paid to Members of Council and Members of Other Bodies for the year 1988 be approved by the Finance Committee and the list forwarded to City Council.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

According to The Municipal Act, the City Treasurer is required to prepare a statement of remuneration and expenses paid to Members of Council and Members of other Bodies. This two-page listing is attached for your approval before it is forwarded to City Council for inclusion in its agenda prior to February 28, 1989.

Att'd

City of Hamilton
Treasury

STATEMENT OF THE TREASURER

REMUNERATION AND EXPENSES PAID TO MEMBERS OF COUNCIL
AND MEMBERS OF OTHER COMMITEES AND BOARDS FOR THE YEAR 1988.

(Prepared pursuant to By-Law 79-60 Approved by Council January 29th, 1979, By-Law 79-300 Approved by Council Oct.30th, 1979 and Section 243 of the Municipal Act, R.S.O. 1980, Chapter 302).

1. REMUNERATION

(a) Members of Council

| | Salary |
|---|---|
| Agostino, D. | 17,824.95 |
| Agro, V. J. | 17,824.95 |
| Christopherson, D. H. | 14,428.04 |
| Cooke, T. J. | 14,428.04 |
| Copps, G. F. | 12,983.98 |
| Cowell, P. R. | 16,481.27 |
| Drury, D. | 1,343.68 |
| Gallagher, J. | 17,824.95 |
| Hinkley, B. K. | 17,824.95 |
| Jackson, T. | 1,343.68 |
| Kiss, M. A. | 17,824.95 |
| Lombardo, F. | 1,343.68 |
| McCulloch, W. M. | 17,824.95 |
| Merling, H. | 17,824.95 |
| Morrow, R. M. | 55,302.04 |
| Murray, T. | 17,824.95 |
| Ross, D. | 17,824.95 |
| Smith, J. R. | 17,824.95 |
| Valeriano, P. | 16,481.27 |
| Wheeler, R. | 13,084.36 |
| | 325,469.54 |

* One-third of these amounts deemed to be "Expenses" in accordance with section 251 of the Municipal Act.

(b) Committee of Adjustment

| Member | Honorarium |
|---|---|
| Lombardo, F. | 2,100.00 |
| Rocchi, F. | 2,600.00 |
| Skofac, M. | 2,100.00 |
| Woods, L. G. | 2,100.00 |
| Young, C. | 2,100.00 |
| | 11,000.00 |

(c) Licence Examining Board

| Member | Honorarium |
|---|---|
| Allick, B. | 620.00 |
| Allison, H. | 310.00 |
| Bradshaw, R. | 620.00 |
| Gibson, D. | 310.00 |
| Groves, L. | 310.00 |
| Hewitt, C. | 620.00 |
| Holm, M. | 310.00 |
| Hooker, G. | 310.00 |
| Korz, G. | 620.00 |
| Langdon, D. | 620.00 |
| Macintyre, D. | 310.00 |
| Macleod, D. | 620.00 |
| McGurk, A. | 310.00 |
| Peacock, H. | 620.00 |
| Sanders, E. | 620.00 |
| Skinner, J. | 310.00 |
| Taffs, R. | 310.00 |
| Walker, J. | 620.00 |
| | 8,370.00 |

## EXPENSES

(Residence telephone allowance, travelling - registration fee, per diem, accommodation, etc., plus local grant to Mayor.)

(a) Members of Council

| | |
|---|---|
| Agostino, D. | 4,254.44 |
| Agro, V. J. | 138.27 |
| Christopherson, D. H. | 1,019.73 |
| Cooke, T. J. | 138.27 |
| Cowell, P. R. | 126.71 |
| Drury, D. | 11.56 |
| Gallagher, J. | 138.27 |
| Hinkley, B. K. | 3,896.01 |
| Jackson, T. | 11.56 |
| Kiss, M. A. | 138.27 |
| Lombardo, F. | 11.56 |
| McCulloch, W. M. | 5,475.12 |
| Merling, H. | 1,101.89 |
| Morrow, R. M. | 14,458.98 |
| Murray, T. | 2,481.37 |
| Ross, D. | 138.27 |
| Smith, J. R. | 1,121.89 |
| Valeriano, P. | 1,562.51 |
| Wheeler, R. | 126.71 |
| | 36,351.39 |

(b) Parking Authority Appointees

| | |
|---|---|
| Alderman Agro, V. J. | 1,456.49 |
| Adamson, T. | 2,989.73 |
| | 4,446.22 |

(c) Public Library Appointees

| | |
|---|---|
| Meiklejohn, A. | 335.58 |
| Rogers, P. | 603.60 |
| | 939.18 |

5(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1989 February 17
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 GENERAL GRANTS DEADLINE**

*RECOMMENDATION:*

The Grants Review Group has met and respectfully recommends that:

In order to fairly allocate the 1989 Grants Budget only those General Grant applications submitted by March 10, 1989, will be considered for possible funding.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

At its meeting of February 15, 1989, the Grants Review Group received an overview of the 1989 Grants as outlined on Appendix "A". (Note: The $202,960 shortfall of funds between the requested General Grants and the proposed budget.) It was agreed that a deadline should be established such that all the General Grant requests are known when considering the final Grant decisions for 1989. The March 10, 1989, date was selected to provide sufficient time to prepare the recommendation on Grants which will be presented to the March 21, 1989 Finance Committee meeting.

Att'd

c.c. Mr. Lou Sage, Chief Administrative Officer
Miss A. Schimmel, Director of Culture and Recreation
Mr. E. C. Matthews, Treasurer

City of Hamilton
Treasury

GRANT OVERVIEW

| | | |
|---|---|---|
| 1989 BUDGET | | $947,000 |
| LESS: | | |
| COMMITTED GRANTS: | | |
| PUBLIC HOUSING | $78,680 | |
| McMASTER/MOHAWK UTILITIES | $11,000 | |
| CHRISTMAS LIGHTING PROGRAM | $11,000 | |
| EAST END KIWANIS - OPERATIONS | $183,880 | |
| - TAXES | $42,000 | |
| OPERA HAMILTON | $164,100 | $490,660 |
| | | $456,340 |
| CONVENTION/RECEPTION ALLOCATION | | $50,000 |
| UNALLOCATED GRANT FUNDS | | $406,340 |

| | REQUEST | PROPOSED BUDGET | |
|---|---|---|---|
| TRADITIONAL GRANTS | $209,690 | $149,100 | |
| FIXED GRANTS | $318,930 | $187,700 | |
| ONE-TIME GRANTS | $7,000 | $0 | |
| SUBTOTAL | $535,620 | $336,800 | $336,800 |
| | | | $69,540 |
| NEW GRANT REQUESTS | | | $153,680 |
| BUDGETED SHORTFALL | | | ($84,140) |
| DIFFERENCE BETWEEN EXISTING REQUESTS AND BUDGET | | | ($198,820) |
| TOTAL SHORTFALL | | | ($282,960) |

5(6)

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1989 February 17
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 CONVENTION/RECEPTION GRANTS AND PROCEDURES**

*BACKGROUND:*

At its meeting of February 15, 1989, the Grants Review Group considered the policy on Convention/Reception Grants. The policy provides for funding of these grants at a rate of $4 per participant to a maximum of $1,500. It was agreed that the following proposed procedures be implemented relative to Convention/Reception grants:

1) an application would be considered by the Grants Review Group to ensure that the eligibility requirements are consistent with the policy;

2) the funding formula ($4 per participant to a maximum of $1,500) would be applied to the request and the applicant would be advised of this grant amount;

3) if the applicant felt that this grant amount was insufficient for their event and wanted to appeal this decision, then the appeal would be heard by the Finance Committee;

4) if the applicant agrees to this amount, payment of the grant would be made upon receipt of a completed standard report which will summarize the event after the event has concluded;

5) the Finance Committee would be forwarded timely information reports summarizing the Convention/Reception Grants issued in this fashion.

This procedure would expedite these Convention/Reception grant requests. The principle of this procedure is similar to that now used for processing claims.

c.c. Mr. Lou Sage, Chief Administrative Officer
Miss A. Schimmel, Director of Culture and Recreation
Mr. E. C. Matthews, Treasurer

# FOR ACTION

6.

REPORT TO: Chairman and Members
Finance Committee

FROM: Mr. John Thompson, Secretary
Finance Committee

DATE: 1989 February 17
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy of approved Settlement of Claims be forwarded to City Council for information in accordance with approved policy.

.....

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| Likavec | City of Hamilton | Slip and Fall<br>1987 November 05 | $5 750. |
| Ms. Walsh | City of Hamilton,<br>Regional Municipality of<br>Hamilton-Wentworth,<br>Scotiabank and<br>Can-Am Bancorp | Trip and Fall<br>1986 February 25 | $9 298.18 |
| Marjorie Walsh | City of Hamilton and Town Manor | Slip and Fall<br>1986 February 14 | $2 153.65 |

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C51F3

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 March 03

## N O T I C E  O F  M E E T I N G

Finance Committee
Tuesday, 1989 March 07
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

## A G E N D A

1. Approval of the Minutes of the last regular meeting held 1989 February 21.

2. DIRECTOR OF PROPERTY

   Bell Cairn School - Quit Claim Deed

3. DIRECTOR OF PUBLIC WORKS

   Vehicle Replacement from the 1989 Equipment Reserve Account

4. MANAGER OF PURCHASING

(a) Office Supplies and Stationery for City Departments for the Years 1989, 1990 and 1991

(b) Security Services, Various Departments, 1989, 1990, 1991

(c) Repairs to Fire Aerial Ladder Truck No. 1651

(d) Supply and Delivery of Galvanized "U" Channel Posts, Purchasing Stores

(e) Leasing and Placement of Facsimile (Fax) Machines (Information Only)

5. TREASURER

(a) Account Details - 1989 Estimates

(b) Royal Botanical Gardens Act, 1988

(c) 1989 Comparative Statement of Revenue Estimates coded separately as CA40WITBL A05 89372

6. SETTLEMENT OF CLAIMS

7. NEW BUSINESS

8. ADJOURNMENT

# OUTSTANDING ITEMS

## FINANCE COMMITTEE

| | ITEM | ORIGINAL DATE | ACTION | STATUS |
|---|---|---|---|---|
| 1. | Vehicle Fleet Leasing Proposal | 1988 October | Treasurer | Report Pending |

Tuesday, 1989 February 21
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Smith
Alderman J. Gallagher

Absent with Regrets: Alderman T. Murray, Vacation

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. T. Daw, Manager of Revenue
Mr. K. Beattie, Grants Co-ordinator
Mr. D. Vyce, Director of Property
Mr. T. Bradley, Manager of Purchasing
Mr. J. Pavelka, Director of Public Works
Mr. J. Thompson, Secretary

1. MINUTES

Adoption of the Minutes of the Meeting held 1989 February 07

The minutes of the meeting of the Finance Committee held 1989 February 07 were received and adopted as circulated to the members.

2. MANAGER OF PURCHASING

(a) Supply and Delivery of Fine Paper, Various Locations During 1989

Supply and Delivery of Fine Paper

As outlined in a report of the Manager of Purchasing dated 1989 February 15, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Buntin Gillies, Hamilton in the amount of $76 954.27 for the supply and delivery of fine paper as and when required to various locations during 1989, in accordance with specifications issued by the Co-ordinator of Regional Purchasing and Vendor's tender.

Note: Lowest of two (2) tenders received. Funds provided in various accounts.

Emergency Repair of Boiler Jimmy Thompson Pool

(b) Emergency Repair of Boiler at Jimmy Thompson Pool

As outlined in a report of the Manager of Purchasing dated 1989 February 16, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Union Gas Limited, Hamilton, in the amount of $22 945 plus Provincial sales tax, for the emergency boiler repair at Jimmy Thompson Pool.

Note: Only supplier available. Funds provided in 1988 Energy Conservation Account No. CF5200-318841043.

As this is an emergency boiler replacement, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, which states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

Approval of Purchase Orders for Various Civic Departments

(c) Purchase of Vehicles for Various Civic Departments

As outlined in various reports of the Manager of Purchasing dated 1989 February 16, 17 and 20, the Committee agreed to submit the following recommendations to City Council for approval.

1. That a purchase order be issued to Sheridan Equipment Ltd., Toronto, in the amount of $56 403 for the replacement of one (1) Integral Tractor Loader No. 9532 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of four (4) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

2. That a purchase order be issued to Pierre Thibault Trucks Inc., Quebec, the amount of $252 200 plus applicable taxes, for the replacement of one (1) 5,000 L/Min Class "A" Triple combination Pumper, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Only tender received. Funds provided in Reserve for Mobile Equipment Account No. RF55002-25201.

3. That purchase orders be issued for the replacement of twenty-six (26) Vehicles Nos. 1321, 1325, 1329, 1333, 1337, 1338, 1356, 1360, 1366, 1376, 1386, 1387, 1389 1391, 1392, 1393, 1396 1397, 1407/8/16/17/20/27/28/30 City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders, as follows:

| | | |
|---|---|---|
| Bay King Motors, Hamilton | seventeen (17) vehicles | $156 671.59 |
| Mohawk Ford Sales, Hamilton | eight (8) vehicles | 74 364.64 |
| George Leng Motors, Grimsby | one (1) vehicle | 9 180.68 |

   Note: Lowest of seven (7) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55001-25201.

Approval of Purchase Orders for Various Civic Departments

4. That a purchase order be issued to George Leng Motors, Grimsby, in the amount of $20 234.08, for the replacement of two (2) Vehicles Nos. 1668/9, Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of nine (9) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55002-25201.

5. That a purchase order be issued to Robert Slessor Pontiac, Grimsby, in the amount of $20 073.19, for the replacement of one (1) Commercial Dual Purpose Vehicle No. 1665, Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55002-25201.

6. That a purchase order be issued to Battlefield Equipment Rentals Inc., Stoney Creek, in the amount of $24 248.16, for the replacement of two (2) Silenced Portable Air compressors Nos. 9803/5, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of five (5) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

7. That a purchase order be issued to V-Quip, Burlington, in the amount of $46 328.76, for the replacement of one (1) Steel Drum Vibratory Roller No. 9690 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

8. That a purchase order be issued to Altruck Transportation Services, Hamilton, in the amount of $96 150.92, for the replacement of one (1) 12 Cu.Yd. Heavy Duty Snow Plow and Sanding Truck No. 9608, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

9. That a purchase order be issued to Carter GM Trucks, Hamilton, in the amount of $91 686.61, for the replacement of seven (7) Vehicles Nos. 1315, 1330, 1331, 1334, 1380, 1384, 1394 City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

   Note: Lowest of eight (8) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55001-25201.

10. That a purchase order be issued to Carter GM Trucks, Hamilton, in the amount of $41 993.43, for the replacement of three (3) 5 Passenger Window Vans Nos. 1377, 1382 and 1404, City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of eight (8) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55001-25201.

**Approval of Purchase Orders for Various Civic Departments**

11. That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $57 553.20 for the replacement of four (4) Turf Truckers Nos. 9470, 9490, 9496, 9486 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Only tender received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

12. That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $14 580, for the replacement of one (1) Ryan Aerator No. 9855, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Only tender received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

13. That a purchase order be issued to Marsh Bros. Tractors Inc., Copetown, in the amount of $11 500.92, for the replacement of one (1) Cushman Riding Mower No. 9860, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest acceptable of four (4) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

14. That a purchase order be issued to Turf Care, Markham, in the amount of $98 280 for the replacement of two (2) Golf Course Tractors with mowers No. 9476, 9489 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

15. That a purchase order be issued to Altruck Transportation Services, Hamilton, in the amount of $293 758.40, for the replacement of four (4) 34,000 GVW Chassis with high density Garbage Packers Nos. 9110, 9124, 9145, 9144, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of five (5) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55004-25201.

16. That a purchase order be issued to Altruck Transportation Services, Hamilton, in the amount of $639 605.20, for the replacement of seven (7) 52,000 GVW Chassis with high density Garbage Packers Nos. 9102/3/4/32/33/35/36/37, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of five (5) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55004-25201.

Approval of Purchase Orders for Various Civic Departments

17. That a purchase order be issued to Holland Chev Olds., Burlington, in the amount of $14 837.36, for the replacement of one (1) Full Size Vehicle No. 1674, Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest acceptable of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55002-25201.

18. That a purchase order be issued to Ontario Turf Equipment Co. Ltd., London, in the amount of $42 252.84, for the replacement of three (3) Toro Greensmasters No. 9935, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

19. That a purchase order be issued to V-Quip Inc., Burlington, in the amount of $36 723.05, for the replacement of seven (7) Golf Course Utility Vehicles Nos. 9056, 9809/10/12/13/14/16 Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

20. That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $58 870.80 for the replacement of four (4) Turf Trucksters Nos. 9452/82/3/4, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest acceptable of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

21. That a purchase order be issued to Ontario Turf Equipment Co. Ltd., London, in the amount of $60 456.24 for the replacement of thirteen (13) Jacobsen Greensmowers No. 9852, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest acceptable of two (2) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

22. That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $38 880, for the replacement of four (4) National Triplex Mowers Nos. 9822/60, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

    Note: Lowest acceptable of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

Review of Unconditional Grant Funding

3. REVIEW OF UNCONDITIONAL GRANT FUNDING

The Committee was in receipt of a copy of Section 7 of the THIRD Report of the Co-ordinating Committee adopted by City Council 1989 January 31 as follows.

> "That the Finance Committee be requested to consider the formulation of a resolution for consideration by City Council to petition the appropriate Provincial Minister to review the Unconditional Grant funding for municipalities.
>
> That His Worship Robert M. Morrow be requested to arrange a meeting with the Honourable R. Nixon, Provincial Treasurer formally present the City's position with respect to Unconditional Grants."

The Committee directed that an appropriate resolution be formulated for submission to City Council.

In consultation with the Treasurer, the Secretary prepared the following resolution for submission to City Council.

> WHEREAS the Ministry of Municipal Affairs provides unconditional grants to municipalities to operate local programs and services;
>
> AND WHEREAS The Honourable John Eakins, Minister of Municipal Affairs announced 1988 December 12 that the total amount of money available to each municipality under the Ontario Unconditional Grants Program remains the same as in 1988;
>
> AND WHEREAS municipalities may have to increase property taxes and user fees to finance basic municipal services;
>
> BE IT THEREFORE RESOLVED that the Minister of Municipal Affairs be advised that the Council of the City of Hamilton strongly objects to the freezing of the Unconditional Grants to the same level as 1988.

Treasurer - Refund of Deposit and Other Costs

4. TREASURER

(a) Refund of Deposit and Other Costs

As outlined in a report of the Treasurer dated 1989 February 16, the Committee agreed to submit the following recommendation to City Council for approval.

That the refund of the $2 600 deposit and other costs incurred by Joseph and Gino Tittarelli, as approved by City Council 1989 January 31, be charged to the Reserve for Property Purchases, Account No. RF 53003 25202.

Note: Due to the rescinding of the sale of Old Nash Road between Brampton and Nash Road, the applicants will have their deposit of $2 600 returned, plus their application fee of $208 and "all reasonable survey and legal costs incurred by them with respect to the closure application" (to be determined).

(b) Financing of School Crossing Guard - King Street West and Strathcona

Financing of School Crossing Guard at King Street West and Strathcona Avenue

As outlined in a report of the Treasurer dated 1989 February 16, the Committee agreed to submit the following recommendation to City Council for approval.

That the estimated cost of $3 442 to assign a school crossing guard for a six month trial period at the intersection of King Street West and Strathcona Avenue, as approved by City Council 1989 January 31, be funded from the existing School Crossing Guard Budget, on an overdraft basis if necessary.

(c) Proposed Distribution of 1989 Current Budget Estimates

Proposed Distribution of 1989 Current Budget Estimates

As outlined in a report of the Treasurer dated 1989 February 16, the Committee approved the following recommendation.

That the distribution of the 1988 Current Budget Surplus in the estimated amount of $3 564 255 be as follows:

| | | |
|---|---|---|
| (i) | Carry Forward Surplus to 1989 | $1 250 000 |
| (ii) | Central Utilities Plant C.U.P. - for Capital | 187 435 |
| (iii) | Reserve for Uninsured Losses | 100 000 |
| (iv) | Hosting of Conferences - Municipal Subject Content | 25 000 |
| (v) | Reserve for Special Events - 1989 | 45 000 |
| (vi) | Reserve for Capital Projects | 1 956 820 |
| | | $3 564 255 |

(d) Treasury Department "Internal Auditor" Package

Treasury Department "Internal Auditor" Package

As outlined in a report of the Treasurer dated 1989 February 16, the Committee approved the following recommendation.

That the "Internal Auditor" package included in the 1989 Current Estimates of the Treasury Department be removed from consideration as an "expendable" item and be re-established within the normal estimates of the Treasury Department for 1989.

It was noted that this position and the funding thereof was previously established in the 1988 estimates through the approval of the establishment of the function by City Council. The rating of the position is presently being reviewed by the Human Resources Centre.

(e) Remuneration and Expenses paid to members of City Council and members of Other Bodies for the Year 1988

Remuneration and Expenses paid to members of City Council and members of Other Bodies for the year 1988

As outlined in a report of the Treasurer dated 1989 February 08, the Committee agreed to submit to City Council the attached statement of the Treasurer summarizing remuneration and expenses to members of Council and members of Other Bodies for the year 1988 for approval in accordance with the requirements of the Municipal Act.

5. GRANTS CO-ORDINATOR

1989 General Grants Deadline

(a) 1989 General Grants Deadline

As outlined in a report of the Grants Co-ordinator dated 1989 February 17, the Committee agreed to submit the following recommendation to City Council for approval.

That only those General Grant applications submitted by 1989 March 10, will be considered for possible funding in order to fairly allocate the 1989 Grants Budget.

Note: At its meeting of 1989 February 21, the Finance Committee received an overview of the 1989 Grants from the Grants Review Group. The report disclosed that there is a shortfall of funds in the amount of $202 960 between the requested General Grants and the proposed budget which has been frozen at $947 000. The Finance Committee concurs with the Grants Review Group that a deadline should be established so that all the General Grant requests are known when considering the final Grant decisions for 1989. The March 10th date will provide sufficient time for the Grants Review Group to prepare the recommendations on Grants for the March 21st meeting of the Finance Committee.

1989 Convention/ Reception Grants and Procedures

(b) 1989 Convention/Reception Grants and Procedures

As outlined in a report of the Grants Co-ordinator dated 1989 February 17, the Committee agreed to submit the following recommendations to City Council for approval.

That the following procedures be implemented relative to Convention/Reception Grants:

(i) That an application be considered by the Grants Review Group to ensure that the eligibility requirements are consistent with the policy.

(ii) That the funding formula ($4 per participant to a maximum of $1 500) be applied to the request and the applicant be advised of this grant amount;

(iii) That if the applicant feels that this grant amount is insufficient for their event and wishes to appeal this decision, then the appeal will be heard by the Finance Committee;

(iv) That if the applicant agrees to this amount, payment of the grant will be made upon receipt of a completed standard report which will summarize the event after the event has concluded;

(v) That the Finance Committee be forwarded timely information reports summarizing the Convention/Reception Grants issued in this fashion.

Note: This procedure will expedite the processing of Convention/Reception grant requests. The principle of this procedure is similar to that used for processing Settlement of Claims.

Approved Settlement of Claims

6. APPROVED SETTLEMENT OF CLAIMS

As outlined in a report of the Secretary dated 1989 February 17, the Committee agreed to submit the following recommendation to City Council for approval.

That the Summary Report attached hereto as APPENDIX "8" containing a listing and amounts of approved Settlement of Claims, be received in accordance with established policy.

Hamilton Corporate Challenge

7. HAMILTON CORPORATE CHALLENGE

As outlined in a report of the Secretary dated 1989 February 21, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That a grant in the amount of $1 760 be made to the Hamilton Corporate Challenge c/o Melissa Gould and the Mazzetti, Team Captains for the sponsorship of two teams of civic employees to participate in the annual Hamilton Corporate Challenge to be held Sunday, 1989 June 11 at McMaster University.

(b) That this expenditure be financed from Account No. CH55120-24201, Unclassified.

Current Budget Estimates and Service/Program Packages

8. CURRENT BUDGET ESTIMATES AND SERVICE/PROGRAM PACKAGES

The Treasurer reported that the 1989 Current Budget Estimates will be forwarded to the Committee of the Whole at a special meeting to be held 1989 March 10 for consideration and review. The review will also include the prioritized expansion packages that will have been ranked by the Management Team.

The Treasurer also reported that the 1989 Revenue Budget will be presented to the Finance Committee at its next regular meeting on 1989 March 07. The Revenue Budget will contain a global picture of revenues for 1989.

SEED Challenge '89 Summer Employment/Experience Program

9. CHALLENGE '89 SUMMER EMPLOYMENT/EXPERIENCE DEVELOPMENT PROGRAM - SEED

The Committee received an information report from the Treasurer dated 1989 February 21 advising that on February 15, the guidelines, Provincial criteria and applications for the Challenge '89 SEED Program were received. Basically, the Program is similar to past years the highlights of which are:

(a) Projects must take place between 1989 May 01 and 1989 September 08 and must run a minimum period of six (6) weeks up to a maximum of eighteen (18) weeks;

(b) Eligible students are those who were registered full-time at an elementary, secondary, post-secondary or vocational school during the preceding academic year and whose interest is to return to school full-time the following academic year;

(c) The Program contribution will be the adult minium wage ($4.75) per hour to a maximum of $100 000 per employer;

**SEED**

(d) Deadline for submission of project proposals is Friday, 1989 March 10.

**Adjournment**

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 February 21

Typed by M. J. Walton

FOR ACTION

2

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1989 March 1
*COMM FILE:*
*DEPT FILE:* 50.20.43
(4506)

*SUBJECT:* **Bell Cairn School - Quit Claim**

*RECOMMENDATION:*

(a) That the City Solicitor be authorized and directed to prepare a Quit Claim Deed in favour of the Board of Education for the City of Hamilton for the property located at 465 Beach Boulevard and formerly known as Bell Cairn School.

(b) That the Mayor and City Clerk be authorized to execute the Quit Claim Deed.

Note: The property is described as being part of Burlington Beach Plan on the east side of Beach Boulevard, part of Lot 1, Registered Plan No.364, and more particularly designated as Part 1 on Reference Plan 62R-9896.

D. W. Vyce

*FINANCIAL IMPLICATIONS:* *N/A*

*BACKGROUND:*

The Ministry of Correctional Services has reached an agreement with the Board of Education for the City of Hamilton to acquire the former Bell Cairn School to establish a staff training centre. However, during the title search it was found that no deed from the old Beach Commission was ever registered in favour of the Board.

Under 5(2) of the Burlington Beach Annexation Act all of the assets of the Burlington Beach Commission, in its capacity of a Public School Board, was vested in the Board of Education for the City of Hamilton.

In order to provide a clearer title and to accommodate the Ministry's preference for a quit claim deed from the City of Hamilton, as successors to the Burlington Beach Commission, we are recommending that the required quit claim deed be prepared and executed by the appropriate City officials.

c.c. Mr. Lou Sage, Chief Administrative Officer
c.c. Mr. K. A. Rouff, City Solicitor

# FOR ACTION

3.1

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. J. G. Pavelka, P.Eng.
Director of Public Works

Mr. E. C. Matthews
Treasurer

*DATE:* 1989 February 21
*COMM FILE:*
*DEPT FILE:* 89-1040A

*SUBJECT:* **Vehicle Replacement From the 1989 Equipment Reserve Account**

*RECOMMENDATION:*

That vehicle #9008, a 1980 Ford van, instead of vehicle #9019, a 1981 Chevrolet pick-up be replaced from the 1989 Equipment Reserve Account.

E. C. MATTHEWS
TREASURER

J. G. PAVELKA, P.ENG.
DIRECTOR OF PUBLIC WORKS

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Over and above the normal annual maintenance cost for each vehicle, $4,500 for body repairs is required for vehicle #9008.

*BACKGROUND:*

Presently the list of equipment approved for replacement from the 1989 Equipment Reserve Account has provision to replace vehicle #9019, a 1981 Chevrolet pick-up, at an estimated replacement cost of $18,000.

Since the list was submitted for approval, it has come to staff's attention that vehicle #9008, a 1980 Ford van will be more costly to carry for one more year than the cost to carry vehicle #9019, a 1981 Chevrolet pick-up. Over and above the normal maintenance costs for either vehicle, which can be considered to be equal, vehicle #9008, the 1980 Ford van requires approximately $4,500 for major body repairs.

Rather than wait until next year to replace vehicle #9008, the 1980 Ford van, it is being recommended that this vehicle be replaced this year and that the replacement of vehicle #9019, the Chevrolet pick-up, be postponed to save the City from having to spend the $4,500 in major body repairs.

JGP:jh

c.c. A. den Otter, Vehicle Acquisition Officer
c.c. C. Murray, Assistant to the Manager of Central Garage

4(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 February 23
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** OFFICE SUPPLIES AND STATIONERY FOR CITY DEPARTMENTS FOR THE YEARS 1989, 1990 AND 1991

**RECOMMENDATION**

That a purchase order be issued to Cloke & Son Ltd., Hamilton for the supply and delivery of office supplies and stationery as and when required to all City Departments, for the years 1989, 1990 and 1991 in accordance with specifications issued by the Co-ordinator of Regional Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Various Office Supplies Accounts.

T. Bradley

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**

See above RECOMMENDATION

**BACKGROUND**

This was a co-operative tender call with the City, Region and various agencies participating. An analysis was performed on 10% of the estimated 600 items listed in the tender.

| | Based on 10% of Items tendered | % Increase For 1990 | 1991 |
|---|---|---|---|
| Cloke & Son Ltd. Hamilton | $180.46 + 40% off catalogue | 5% | 6% |
| Today's Business Products, Kitchener | 221.64 + 37% off catalogue | 4% | 4% |
| Cambridge Parsons Hamilton | 190.74 + 30% off catalogue * | 5.5% | Not indicated |

* Incomplete Bid

In 1988, the City spent a total of $100,400 on office supplies and stationery.

4(b)

# FOR ACTION

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1989 March 2
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: SECURITY SERVICES, VARIOUS DEPARTMENTS, 1989, 1990, 1991

**RECOMMENDATION**

That a purchase order be issued to Burns International Security Services Limited, Hamilton for Security Services for Property Department including Real Estate and Property Divisions, Public Works Department including Parks Division and Culture & Recreation Department during 1989, 1990 and 1991, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, as follows:

| "A" Hourly Rate Paid | | | "B" Benefit Package | | | "C" Other Costs | | | "D" Total Hourly Rate for | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1989 | 1990 | 1991 | 1989 | 1990 | 1991 | 1989 | 1990 | 1991 | 1989 | 1990 | 1991 |
| $5.50 | 5.50 | 5.50 | $.75 | $.75 | $.75 | $.95 | $.99 | $1.03 | $7.20 | 7.24 | 7.28 |

Above rates are based on the employee being paid a minimum fair wage of $5.50

NOTE: Lowest of four (4) tenders received. Funds provided in Various Accounts.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**

See above RECOMMENDATION

**BACKGROUND** - Tender Analysis

| | Total Hourly Rate for 1989 | 1990 | 1991 |
|---|---|---|---|
| Burns International Security Services, Hamilton | $7.20 | $7.24 | $ 7.28 |
| Trojan Security & Investigation, Hamilton | 7.61 | 7.61 | 7.61 |
| Barnes Security Services, Hamilton | 7.82 | 8.48 | 9.14 |
| Greenaway Security Services Limited, Burlington | 8.96 | 9.71 | 10.46 |

4(c)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 1
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPAIRS TO FIRE AERIAL LADDER TRUCK #1651

**RECOMMENDATION**
That a purchase order be issued to N.D.E. Service Group, Burlington, in the amount of $15,400 for the non-destructive inspection of Aerial Truck #1651 which includes repairs, parts, sandblasting, repainting and reassembling of the aerial ladders.

NOTE: Only supplier available. Funds provided in Repairs & Maintenance, Auto Equipment Account CH 57105 48005.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**
During the fire at the Wentworth Street School the ladders were damaged which necessitated the vehicle being taken in for inspection. The company was instructed to proceed to repair the vehicle and they have now submitted their bill.

4(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 February 28
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** SUPPLY AND DELIVERY OF GALVANIZED 'U' CHANNEL POSTS, PURCHASING STORES

**RECOMMENDATION**
That a purchase order be issued to Picard Industries Inc., Quebec, in the amount of $13,766, plus 8% Provincial sales tax, for the supply and delivery of Galvanized 'U' Channel Posts to Purchasing Stores, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest evaluated of five (5) tenders received. Funds provided in Stores Inventory Account #CH56103-28999.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**-Tender Analysis

| | TOTAL BID | EVALUATED BID |
|---|---|---|
| Owl-Lite Sign Inc., Rexdale | $13,634.00 | $13,266.01 |
| Picard Industries Inc., Quebec | 13,766.00 | 12,637.19 |
| Provincial Traffic Signs, Port Perry | 14,130.00 | 12,971.34 |
| Owl-Lite Rentals, Etobicoke | 18,000.00 | 17,258.40 |
| Clemmer Industries Limited, Waterloo | 21,394.00 | 19,639.69 |

Provincial sales tax is extra at 8%. The net cost to the City because of the Canadian Content policy implementation is $132.

FOR INFORMATION

4(e)

REPORT TO: MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

FROM: MR. T. BRADLEY, MANAGER
PURCHASING

DATE: 1989 March 1
COMM FILE: 1-8.1
DEPT FILE:

SUBJECT: LEASING AND PLACEMENT OF FACSIMILE (FAX) MACHINES

BACKGROUND

Usage Trends

Presently the City Hall has one fax machine located on the 4th Floor in the Purchasing Department. According to the machine log, this unit was transmitting/receiving (activities) an average of **43 pages daily** during the first seven (7) months of operation (Fall/87 - Spring/88). Facsimile manufacturers consider heavy usage to be between **40 to 60 pages per day**. The usage of this machine has increased to **146 per day** based on the log reports of the last three months. It is now common to find line ups at the machine waiting to transmit correspondence. One must also keep in mind that because the fax is in essence a phone, the more time spent on transmitting the less time available to receive information.

**It must be noted that this trend will continue to increase as the benefits of the fax machine become more apparent.** Also, as more and more companies that deal with the City Hall install fax machines, the demand for this service will increase even further.

The usage by floors, is as follows:

| | | |
|---|---|---|
| 1st floor- | Treasury | 6.5% |
| | Systems | 2.5% |
| | Traffic | .5% |
| | Community Development | 3.5% |
| | Real Estate | 6.5% |
| | Total | **19.5%** |
| 2nd floor- | Clerks | 14 % |
| | C.A.O. | 8 % |
| | Mayor's Office | 4 % |
| | Aldermen's Offices | 1.5% |
| | Total | **27.5%** |
| 3rd floor- | Building Department | |
| | Total | **8.0%** |

| | | |
|---|---|---|
| 4th floor- | Purchasing | 25 % |
| | Culture & Recreation | 8 % |
| | Public Works | 5 % |
| | Total | 38.0% |
| 5th floor- | Solicitor's Dept. | |
| | Total | 7.0% |

Strategically a fax machine should be set up on the 1st, 2nd and 4th floors to accommodate those departments with the greatest needs.

The Public Works Department has requested a facsimile network with their Work Yards and Head Office. Should the system be put in place, the demand on the machine in the Public Works 4th floor office will be such, that other departments will be unable to use it.

The facsimile machine currently on the 4th floor will be assumed by the Regional Engineering Department as they have supported this installation financially by 66%.

The Fire Department has also requested two fax machines. This will provide, among other communication benefits, a necessary network between the Central Station, Human Resources, Purchasing and the new command post in conjunction with new Workplace Hazardous Material legislation now being implemented.

Although the Solicitor's Department's usage does not indicate the need for a unit, we feel that due to the confidential and sometimes sensitive documentation that would be received, that a machine be installed in their department.

Both the Property and Solicitor's Departments have used hand delivery methods instead of fax due to the long delays experienced waiting for machine time.

Costs

In discussion with facsimile machine manufacturers, it is apparent that apart from new options or features, the technology of these machines has progressed as far as it can go using the present telephone system. With this in mind, we recommend that all fax machines be leased in an effort to keep initial costs to a minimum.

| | |
|---|---|
| Public Works Network | |
| 8 fax machines (low end) lease yearly | $5,760.00 |
| 1 fax machine (memory) head office yearly lease | 1,560.00 |
| 4th Floor machine (memory) yearly lease | 1,560.00 |
| 2nd Floor machine (memory) yearly lease | 1,560.00 |
| 1st Floor machine (memory) yearly lease | 1,560.00 |
| Solicitor's Department machine (memory) yearly lease | 1,560.00 |

Fire Department 2 machines (memory) yearly lease 3,120.00

Total Costs **$16,680.00**

Other costs that should be considered would be paper costs and telephone installation costs as well as long distance charges.

Total paper costs (approx.)
Paper costs based on current usage
- $300.00 per memory unit per year
- $100.00 on the smaller units **$ 2,900.00**

Telephone installation Costs:

| | | |
|---|---|---|
| Installation costs | $85.00 per unit | $ 595.00 |
| Monthly rate - dedicated line | 41.00 per unit | 3,444.00 |

Total Telephone Costs **$ 4,039.00**

(The smaller units being recommended for the Public Works network do not require a dedicated line and will use the existing phone facilities).

Conclusion

Although it appears that the new found facsimile technology is costly, savings may be seen in reduction of mail and courier costs, and reduction of hand delivered correspondence by City staff. More important though is the fact that the level of service now provided will be greatly enhanced with these new channels of communication.

T. Bradley, Manager of Purchasing

c.c. Aldermen Kiss, Agro, Hinkley,
Christopherson, Agostino,
Jackson, Merling, Ross

5(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Legislation Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 1
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* ACCOUNT DETAILS -- 1989 ESTIMATES

*RECOMMENDATION:*

(a) That the "Legislative - Motor Vehicle Operation" function estimates for 1989 be corrected resulting in a decrease of $15,760 to the 1989 estimates.

(b) That no adjustment be made to the 1989 estimates for "Administration-Benefits" in the Clerk's budget.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

1989 Estimates will be reduced by a further $15,760.

*BACKGROUND:*

The Legislation Committee at their meeting of February 6, 1989, requested information on two accounts which the Treasurer is able to provide:

1.) Legislative -- Motor Vehicle Operation - The Committee requested further details including the various activities within the account -- see attached Schedule. As a result of review, $15,760 will be deducted from the 1989 Legislative Estimates.

2.) City Clerk's "Administration" -- Benefits - The Committee requested further details due to the reduction of $10,450 showing in the "Adjustment" column in the worksheets. During 1988 the employee benefits estimates were reallocated from being in one spot under "Administration", to each of the activities within the Clerk's budget. This allocation was done on a prorated basis and, although the total benefit estimates were correct for 1988, the allocation to each section were somewhat arbitrary. To put the total Clerk's benefits into perspective however, the "actual" for 1988 was $275,387 while the "estimates" was $278,030 a difference of $2,643 or less than 1%. The 1989 estimates for benefits have been verified and therefore no adjustment is necessary.

Att'd

City of Hamilton

Treasury

## Analysis of LEGISLATIVE CAR POOL Account 0321-04

This account contains the expenses related to TWO cars used by the Mayor and Aldermen, plus the salaries, benefits and overtime costs of TWO drivers. The delivery of agendas and other material to the Council members on almost a daily basis also forms part of these costs.

| DESCRIPTION | 1988 ACTUAL | ESTIMATE 1988 | ESTIMATE 1989 | CHANGE FROM 1988 $ | CHANGE FROM 1988 % |
|---|---|---|---|---|---|
| Salaries and overtime | 101102 | | 105,700 | | |
| Benefits | 10872 | | 11,070 | | |
| Meal Allowances | 721 | | 750 | | |
| Operating Supplies | 75 | | 100 | | |
| Gas | 3013 | | 3,250 | | |
| Oil & Lubricants | 84 | | 100 | | |
| Clothing Allowance | 687 | | 720 | | |
| Repairs & Maintenance | 3371 | | 3,000 | | |
| Insurance | 1703 | | 1,930 | | |
| Depreciation | 10659 | | 14,170 | | |
| Major Repairs | 1066 | | 1,420 | | |
| Parking Charges | 232 | | 250 | | |
| Car Phone | 2317 | | 5,360 | | |
| Rental-Other vehicles | 334 | | 500 | | |
| Tires | | | 1,000 | | |
| Washing Charges | | | 200 | | |
| Storage | | | 240 | | |
| | 136236 | 159000 | 149,760 | -9240 | -5.8% |

PROPOSED REDUCTION TO 1989 ESTIMATES:

| | |
|---|---|
| Preliminary Legislative Car Pool Estimate | 165,520 |
| Revised Estimate as above | 149,760 |
| Proposed Reduction | 15,760 |

NOTE: Previous years' estimates included a 28% overhead factor on the salaries & benefits of the drivers to cover employee benefits. In 1989 this has been corrected to reflect only the actual benefits costs charged against this function, thus there will be a reduction to the original estimates proposed.

89/02/17

FOR ACTION

5(b)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 2
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **ROYAL BOTANICAL GARDENS ACT, 1988**

*RECOMMENDATION:*

That the City of Hamilton advise the Ontario Legislatures Private Bills Committee that is has no objection to the passage of the Private Bill entitled the Royal Botanical Gardens Act, 1988.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

Attached is a copy of a letter dated January 17, 1989, from Mr. R. M. Plant of the firm of Ross and McBride along with a copy of a draft Private Bill for the Royal Botanical Gardens which is to be dealt with by the Ontario Legislatures Private Bills Committee this spring.

The purpose of this Bill is to update the Legislation to reflect the existing make-up of the Board and its current operations. Section 6 of the Bill provides that the lands of the Royal Botanical Gardens occupied and used for their purposes would be exempt from taxes for Municipal and school purposes other than local improvements. This would be a continuation of the existing arrangements whereby the Royal Botanical Gardens is already exempt from taxation under Section 3 of the Assessment Act.

Accordingly, I would recommend that the Ontario Legislature Private Bills Committee be advised that the City of Hamilton has no objection to the passage of this private Bill. I understand that a request for a similar endorsement has been sent to the Region and the Boards of Education.

Att'd

RECEIVED
JAN 18 1989
CITY CLERKS

# Ross & McBride

BARRISTERS & SOLICITORS
PATENT & TRADE MARK AGENTS

WILLIAM L. ROSS, K.C. (1890-1947)
PAUL D. READ, Q.C.
RICHARD L. VERITY, Q.C.
ROGER M. MORRIS
ROBERT M. ORR
ALLAN C. MILLWARD
JAMES W. OLIVER
PETER R. TICE
DAVID E. IVEY
GERARD P. MURPHY
PATRICK J. HOFBAUER
LAUREL EVANS
RALPH W. BENEDICT
KENDRA M. COATS
SCOTT E. PREECE
ANNE C.T. BARBER
PAUL L. SETTIMI

ROBERT P. McBRIDE, Q.C. (1911-1965)
ARTHUR L. BINKLEY, Q.C.
MARVIN B. DABOLL, Q.C.
HUGH F. DEAN, Q.C.
W. GRAYDON SHEPPARD
GERALD B. AGGUS
RICHARD W. SHIELDS
JEFFREY R. MANISHEN
ROBERT B. MUNROE
DAVID S. GODARD
GARY J. KUZYK
ALLAN R. HORTON
DAVID G. TIMMS
STANLEY F. FLORAS
MARK W. SAZIO
GAIL E. McCOMBS

CECIL W. ROBINSON, Q.C. (1929-1986)
DONALD M. MANN, Q.C.
ROBERT L. ROBINSON
J. ARTHUR WYNN, Q.C.
JAMES A. SWEETLOVE
DAVID J. GREGORY
PAUL D. PARADIS
KEVIN I. M. SMITH
JOHN S. HALL
LAWRENCE A. ROTENBERG
BRIAN DUXBURY
WAYNE P. VIPOND
MICHAEL C. BRUDER
NEIL R. HENDRY
ELIZABETH C. SHEARD
ANTHEA E. HELLING

COUNSEL:
WILLIAM G. CHARLTON, Q.C.  DAVID GOLDBERG, Q.C.  RAYMOND M. PLANT, Q.C.

OFFICES:
BRANTFORD
BURLINGTON
CALEDONIA
STONEY CREEK
WATERDOWN

TELEPHONE (416) 526-9800
FACSIMILE (416) 526-0732

10TH-11TH FLOORS COMMERCE PLACE
ONE KING STREET WEST

MAIL: P.O. BOX 907
HAMILTON, CANADA
L8N 3P6

DIRECT DIAL NUMBER (416) 572- 5803

Our File No. 99-50140

January 17, 1989

Mayor and Members of Council
The Corporation of the City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario.

Attention: Mr. E. A. Simpson
City Clerk

Dear Sir: Re: Royal Botanical Gardens - Private Bill

Enclosed please find a copy of the draft Private Bill for the Royal Botanical Gardens to be dealt with by the Ontario Legislature's Private Bills Committee this spring.

The draft Bill provides under section 6 that the lands of the R.B.G. occupied and used for their purposes would be exempt from taxes for Municipal and school purposes other than local improvement rates.

This letter is to request that a Resolution of your Council be passed approving of the draft Bill or indicating that there is no objection to its passage by the Ontario Legislature. If required I will be present when a Committee of Council considers the matter.

Your early consideration of this request is appreciated. Your Clerk is requested to advise the writer of the action of the Council.

Yours sincerely

ROSS & McBRIDE

R.M. PLANT, Q.C.
RMP:vb
Encl.

# Royal Botanical Gardens Act, 1988

## EXPLANATORY NOTE

The purpose of the Bill is set out in the Preamble.

Board of directors

4.-(1) The affairs of the corporation shall be managed and controlled by a board of directors composed of the following members:

1. A maximum of six persons appointed by the council of The Regional Municipality of Hamilton-Wentworth for a term concurrent with the council's term.

2. A maximum of three persons appointed by the council of The Regional Municipality of Halton for a term concurrent with the council's term.

3. Two persons appointed by the Lieutenant Governor in Council for a term of three years.

4. Two persons appointed by the Governor in Council, on the recommendation of the board of directors, for a term of three years.

5. If less than the maximum number of persons are appointed under paragraph 1, 2, 3 or 4, the board of directors may appoint persons in their stead for a term to be determined by by-law.

6. The President of McMaster University, ex officio.

7. The President of the Royal Botanical Gardens Auxiliary, ex officio.

8. Nine persons appointed by the board of directors to serve for a term to be determined by by-law.

Vacancies

(2) A vacancy that occurs on the board of directors shall be filled by the body or person that appointed the director whose office is vacant, to hold office for the remainder of the unexpired term.

Quorum

(3) A majority of the appointed members of the board of directors constitutes a quorum.

Members indemnified

(4) Every member of the board of directors may, with the consent of the corporation, be indemnified out of the funds of the corporation from all costs, charges and expenses sustained or incurred,

(a) in any action or proceeding brought against the member in respect of any act, matter or thing done or permitted by the member in the execution of the duties of office; and

(b) in relation to the affairs thereof except such costs, charges or expenses as are occasioned by the member's wilful neglect or default.

Powers of board

5. The board of directors has all the powers necessary to achieve the objects of the corporation and, without limiting the generality of the foregoing, may,

(a) make by-laws,

(i) respecting the administration of the corporation's affairs,

(ii) governing the use by the public of the corporation's facilities, property and equipment,

(iii) requiring the payment of fees for the admission of the public or any class of it to the facilities and property, and prescribing the amounts of the fees,

(iv) providing for memberships, and prescribing the qualifications and terms of membership and the fees, if any, to be paid for it, and

(v) providing for and regulating meetings of the members;

(b) appoint a chief operating officer who has general supervision and direction over the operation and staff of the

corporation and providing for the termination of such appointment;

(c) appoint, promote, transfer or remove officers and staff as are necessary for the proper conduct of the corporation's affairs;

(d) fix the duties, salaries and qualifications of office or employment and other emoluments of the chief operating officer and members of the corporation's staff;

(e) provide for the retirement and superannuation of persons mentioned in clauses (b) and (c);

(f) appoint by resolution a director or directors of the board, or any other persons, to execute on behalf of the board of directors any documents and other instruments in writing and to affix the corporation's seal to them;

(g) pass a by-law authorizing the directors to elect from among their number an executive committee consisting of at least three persons and to delegate to the executive committee any powers of the board of directors, subject to any restrictions contained in the by-law or imposed by the directors, and authorizing the directors to fix the quorum of the executive committee at not less than a majority of its members;

(h) appoint committees from the directors and such other committees as are considered desirable, and confer upon them authority to act for the board of directors with respect to any matter;

(i) establish, maintain and operate public gardens and related facilities as required or convenient for carrying out the corporation's objects;

(j) enter into agreements with associations or organizations having objects similar to those of the corporation;

(k) enter into agreements with the governing bodies of universities, colleges or schools,

(i) to provide for the interchange of staff, and

(ii) generally, in other areas consistent with the corporation's objects;

(l) acquire, hold and dispose of real and personal property; and

(m) solicit, receive and hold gifts for any purpose related to the corporation's objects on such trusts and conditions as seem proper to the board of directors, and administer and dispose of them in accordance with the trusts and conditions.

Tax exemption

6.-(1) So long as the lands owned by the corporation are occupied by and used for the purposes of the corporation, they are exempt from taxes for municipal and school purposes other than local improvement rates.

Deemed exemption

R.S.O.1980, cc.436,437,31

(2) For the purposes of subsection 90(9) of the Regional Municipality of Halton Act and subsection 101(9) of the Regional Municipality of Hamilton-Wentworth Act, the exemption from taxation granted under subsection (1) shall be deemed to be an exemption provided under section 3 of the Assessment Act.

Application of property

7. The corporation's property and the income and profits of all its property shall be applied solely to achieving its objects.

Investment of funds

8. The funds of the corporation not immediately required for its objects and the proceeds of all property that come to the corporation, subject to any trust or trusts affecting the property, may be invested and reinvested in any investments that the board of directors considers appropriate.

Audit

9.-(1) The accounts and financial transactions of the board of directors shall be audited annually by an auditor appointed by the board.

Annual report, etc.

(2) The corporation shall deliver a copy of the annual report to the Minister of Citizenship and Culture, the Clerk of The Regional Municipality of Halton and the Clerk of The Regional Municipality of Hamilton-Wentworth.

Idem

(3) A copy of the annual report shall be provided to any member of the Royal Botanical Gardens who requests a copy.

Borrowing powers

10.-(1) The board of directors may borrow money upon the credit of the corporation, may issue bonds, debentures or other securities of the corporation, may pledge or sell them for such sums or at such prices as may be considered expedient or necessary, and may use the corporation's real or personal property as collateral.

Trust property

(2) Nothing in this Act authorizes the board of directors to alienate or use as collateral any real

or personal property acquired by the corporation on the condition that the property not be alienated or used as collateral.

Dissolution

11. Upon dissolution of the corporation, and after payment of all debts and liabilities, the remaining property of the corporation shall be distributed or disposed of to a charitable organization in Canada having objects similar in nature to those of the corporation.

Transition

12. The members of the Board of the Royal Botanical Gardens holding office immediately before this Act comes into force shall continue to hold office and constitute the board of directors under this Act until the members of the board of directors are appointed or named under section 4.

Repeal

13. The Royal Botanical Gardens Act, 1941, being chapter 75, The Royal Botanical Gardens Act, 1954, being chapter 125 and The Royal Botanical Gardens Act, 1959, being chapter 130, are repealed.

Commencement

14. This Act comes into force on the day it receives Royal Assent.

Short title

15. The short title of this Act is the Royal Botanical Gardens Act, 1988.

# FOR ACTION

6

REPORT TO: Chairman and Members
Finance Committee

FROM: Mr. John Thompson, Secretary
Finance Committee

DATE: 1989 March 06
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claim.

RECOMMENDATION:

That the attached Summary Report containing an amount of approved Settlement of Claim be received and that a copy of approved the Settlement of Claim be forwarded to City Council for information in yaccordance with approved policy.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See amount detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| Elizabeth Taunton | City of Hamilton | Trip and Fall<br>1986 December 12 | $1 000 |

CA4 ON HBL A05
CS453

# THE CORPORATION OF THE CITY OF HAMILTON

City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

1989 March 17

## NOTICE OF MEETING

Finance Committee
Tuesday, 1989 March 21
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the last regular meeting held 1989 March 07.

2. MANAGER OF PURCHASING

   (a) Replacement of one (1) 5 Passenger Window Van No. 9044, Central Garage

   (b) Replacement of Street Sweeper No. 9563, Central Garage

   (c) Replacement of two (2) Propane Ice Resurfacers No. 1209 and No. 1211, Central Garage

   (d) Replacement of three (3) 3/4 ton Pickup Trucks Nos. 9309, 9310 and 9314, Central Garage

   (e) Replacement of four (4) 1-Ton Pickup Trucks Nos. 9017, 9022, 9004 and 9006, Central Garage

3. RECOMMENDATIONS OF TASK FORCE TO REVIEW THE MANDATE AND STRUCTURE OF THE HAMILTON HARBOUR COMMISSIONERS

4. TREASURER

(a) Approval of the 1988 Current Fund Overdrafts for amounts between $1 000 and $5 000

(b) Approval of the 1988 Current Fund Overdrafts for amounts in excess of $5 000

(c) Financing of School Crossing Guards

(d) 1989 Current Budget Estimates and Ranked Packages

5. RECOMMENDATIONS OF GRANTS REVIEW GROUP FOR 1989 GENERAL GRANTS

6. APPROVED SETTLEMENT OF CLAIMS

7. NEW BUSINESS

8. ADJOURNMENT

Tuesday, 1989 March 07
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Alderman T. Cooke
Alderman G. Copps
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray
Mayor R. M. Morrow (joined meeting at approximately 2:30 o'clock p.m.)

Absent with Regrets: Alderman F. Lombardo, Regional Business

Also Present: Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. T. Daw, Manager of Revenue
Mr. K. Beattie, Grants Co-ordinator
Mr. T. Bradley, Manager of Purchasing
Mr. M. Watson, Manager, Real Estate Division
Mr. J. Thompson, Secretary

1. MINUTES

Approval of the Minutes of the Meeting held 1989 February 21

The minutes of the meeting of the Finance Committee held 1989 February 21 were received and adopted as circulated to the members.

2. DIRECTOR OF PROPERTY, BELL CAIRN SCHOOL

Bell Cairn School - Director of Property

As outlined in a report of the Director of Property dated 1989 March 01, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the City Solicitor be authorized and directed to prepare a Quit Claim Deed in favour of the Board of Education for the City of Hamilton for the property located at 465 Beach Boulevard and formerly known as Bell Cairn School.

(b) That the Mayor and City Clerk be authorized to execute the Quit Claim Deed.

Note: The property is described as being part of Burlington Beach Plan on the east side of Beach Boulevard, part of Lot 1, Registered Plan No. 364, and more particularly designated as Part 1 on Reference Plan No. 62R-9896.

3. DIRECTOR OF PUBLIC WORKS, VEHICLE REPLACEMENT

Vehicle Replacement - Director of Public Works

As outlined in a report of the Director of Public Works dated 1989 February 21, the Committee agreed to submit the following recommendation to City Council for approval.

That Vehicle No. 9008, a 1980 Ford van, instead of Vehicle No. 9019, a 1981 Chevrolet pick-up be replaced from the 1989 Equipment Reserve Account.

Purchasing -

4. MANAGER OF PURCHASING

Office Supplies and Stationery for 1989

(a) Office Supplies and Stationery for 1989

As outlined in a report of the Manager of Purchasing dated 1989 February 23, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Cloke & Son Ltd., Hamilton for the supply and delivery of office supplies and stationery as and when required to all City Departments, for the years 1989, 1990 and 1991 in accordance with specifications issued by the Co-ordinator of Regional Purchasing and Vendor's tender, as follows.

| | Based on 10% of Items Tendered | % Increase for 1990 | 1991 |
|---|---|---|---|
| Cloke & Son Ltd. Hamilton | $180.46 + 40% off catalogue | 5% | 6% |

Note: Lowest of three (3) tenders received. Fund provided in various office supplies accounts.

Security Services

(b) Security Services

As outlined in a report of the Manager of Purchasing dated 1989 March 02, the Committee agreed to submit the following recommendations to City Council for approval.

That a purchase order be issued to Burns International Security Services Limited, Hamilton for security services for the Property Department including Real Estate and Property Divisions, Public Works Department including Parks Division and Culture and Recreation Department during 1989, 1990 and 1991, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, as follows:

| "A" Hourly Rate Paid | | | "B" Benefit Package | | |
|---|---|---|---|---|---|
| 1989 | 1990 | 1991 | 1989 | 1990 | 1991 |
| $5.50 | $5.50 | $5.50 | $ .75 | $ .75 | $ .75 |

| "C" Other Costs | | | "D" Total Hourly Rate for | | |
|---|---|---|---|---|---|
| 1989 | 1990 | 1991 | 1989 | 1990 | 1991 |
| $ .95 | $ .99 | $1.03 | $7.20 | $7.24 | $7.28 |

Above rates are based on the employee being paid a minimum fair wage of $5.50.

Note: Lowest of four (4) tenders received. Funds provided in various accounts.

(c) Repairs to Fire Aerial Ladder Truck

Purchasing - Repairs to Fire Aerial Ladder Truck

As outlined in a report of the Manager of Purchasing dated 1989 March 01, the Committee agreed to submit the following recommendations to City Council for approval.

That a purchase order be issued to N.D.E. Service Group, Burlington, in the amount of $15 400 for the non-destructive inspect of Aerial Truck No. 1651 which includes repairs, parts, sandblasting, repainting and reassembling of the aerial ladders.

Note: Only supplier available. Funds provided in Repairs and Maintenance, Auto Equipment Account No. CH57105-48005.

(d) Supply and Delivery of Galvanized 'U' Channel Posts

Galvanized 'U' Channel Posts

As outlined in a report of the Manager of Purchasing dated 1989 March 01, the Committee agreed to submit the following recommendations to City Council for approval.

That a purchase order be issued to Picard Industries Inc., Quebec, in the amount of $13 766 plus 8% Provincial sales tax, for the supply and delivery of Galvanized 'U' Channel Posts to Purchasing Stores, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

Note: Lowest evaluated of five (5) tenders received. Fund provided in Stores Inventory Account No. CH56103-28999.

(e) Leasing and Placement of Fax Machines

Leasing and Placement of Fax Machines

The Committee had before it a report of the Manager of Purchasing dated 1989 March 01, advising that presently the City Hall has one fax machine located on the 4th floor in the Purchasing Department. It was noted that strategically a fax machine should be set up on the 1st, 2nd and 4th floors of City Hall to accommodate those departments with the greatest needs.

Mr. Bradley is recommending that all fax machines be leased in an effort to keep initial costs to a minimum having regard to the fact that the technology of these machines has progressed as far as it can go using the present telephone system. Provision will be made in the 1989 Current Budget Estimates to provide the following.

Public Works Network

| | |
|---|---|
| 8 fax machines (low end) lease yearly | $ 5 760 |
| 1 fax machine (memory) head office yearly lease | $ 1 560 |
| 4th floor machine (memory) yearly lease | $ 1 560 |
| 2nd floor machine (memory) yearly lease | $ 1 560 |
| 1st floor machine (memory) yearly least | $ 1 560 |
| Solicitor's Department machine (memory) yearly lease | $ 1 560 |
| Fire Department two machines (memory) yearly lease | $ 3 120 |
| TOTAL COST | $ 16 680 |
| TOTAL TELEPHONE COST | $ 4 039 |

Mr. Bradley's report was noted and approved.

Royal Botanical Gardens Act, 1988

5. TREASURER - ROYAL BOTANICAL GARDENS ACT, 1988

As outlined in a report of the Treasurer dated 1989 March 02, the Committee agreed to submit the following recommendation to City Council for approval.

That the City of Hamilton advise the Ontario Legislature's Private Bills Committee that it has no objection to the passage of the Private Bill entitled the Royal Botanical Gardens Act, 1988.

Note: The purpose of this Bill is to update the Legislation to reflect the existing make-up of the Board and its current operations.
Section 6 of the Bill provides that the lands of the Royal Botanical Gardens occupied and used for their purposes would be exempt from taxes for Municipal and school purposes other than local improvements. This would be a continuation of the existing arrangements whereby the Royal Botanical Gardens is already exempt from taxation under Section 3 of the Assessment Act.

1989 Comparative Statement of Revenue Estimates

6. 1989 COMPARATIVE STATEMENT OF REVENUE ESTIMATES

The Committee received and approved a Summary Report and the supporting details of the 1989 Revenue Estimates as submitted by the Treasurer in a report dated 1989 March 02.

Settlement of Claim

7. SETTLEMENT OF CLAIM

As outlined in a report of the Secretary dated 1989 March 06, the Committee agreed to submit the following recommendation to City Council for approval.

That the Summary Report attached hereto as APPENDIX "A" containing an amount of an approved Settlement of Claim be received in accordance with established policy.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 March 07

Typed by M. J. Walton

2(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 8
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACEMENT OF ONE (1) 5 PASSENGER WINDOW VAN NO. 9044, CENTRAL GARAGE

**RECOMMENDATION**

That a purchase order be issued to Johnston Motor Sales, Hamilton, in the amount of $14,488.88, for the replacement of One (1) 5 Passenger Window Van No. 9044, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of nine (9) tenders received. Funds provided in Reserve for Mobile Equipment Account #RF55005-25201.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**

See above RECOMMENDATION

**BACKGROUND**

| | |
|---|---|
| Johnston Motor Sales, Hamilton | $14,488.88 |
| Carter G.M. Trucks, Hamilton | 15,154.65 |
| Taylor Chrysler Dodge, Hamilton | 15,365.16 * |
| George Leng Motors, Grimsby | 15,804.32 |
| Robert Slessor Pontiac Buick, Grimsby | 15,840.38 |
| Mohawk Ford Sales, Hamilton | 16,747.16 |
| Steel City Chrysler, Hamilton | 16,769.16 * |
| Snowdon Ford Sales, Burlington | 17,161.20 * |
| Nethercott Chev Olds, Hamilton | 17,403.80 |

* Bid without trade-ins.

2(6)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 8
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACEMENT OF STREET SWEEPER NO. 9563, CENTRAL GARAGE

**RECOMMENDATION**
That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of $134,892 for the replacement of Street Sweeper No. 9563, Central Garage in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account #RF55003-25201.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND** - Tender Analysis

| | |
|---|---|
| G.C. Duke Equipment Ltd., Burlington | $134,892.00 |
| Marmac Limited, Rexdale | 135,929.88 |
| Frink Canada, Cambridge | 137,127.60 |

* Machine bid does not meet specifications.

2(c)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 8
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACEMENT OF TWO (2) PROPANE ICE RESURFACERS, NOS. 1209/11, CENTRAL GARAGE

**RECOMMENDATION**
That a purchase order be issued to Frank J. Zamboni & Co. Ltd., Brantford, in the amount of $62,197.20, for the replacement of Two (2) Propane Ice Resurfacers Nos. 1209/11, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Mobile Equipment Account #RF55006-25201.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**
Three suppliers were requested to bid. One declined and one did not respond.
The Zamboni machine is being recommended from past experience for quality of service and part replacements. We have two other makes of ice resurfacers that have not given us the service that the Zamboni machines have provided.

2(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 8
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACEMENT OF THREE (3) 3/4 TON PICKUP TRUCKS NOS. 9309/10/14, CENTRAL GARAGE

**RECOMMENDATION**
That a purchase order be issued to Holland Chev Olds, Burlington, in the amount of $56,097.78, for the replacement of Three (3) 3/4 Ton Pickup Trucks Nos. 9309/10/14, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Reserve for Mobile Equipment Account #RF55003-25201.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND** - Tender Analysis

| | |
|---|---|
| Holland Chev Olds, Burlington | $56,097.78 |
| Mohawk Ford Sales, Hamilton | 56,850.00 |
| Slessor Pontiac Buick Inc., Grimsby | 56,985.39 |
| Steel City Chrysler, Hamilton | 57,542.40 |
| Carter GM Truck, Hamilton | 59,600.97 |
| Snowdon Ford Sales, Burlington | 60,251.04 * |

* Bid without trade-ins.

2(e)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 8
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** REPLACEMENT OF FOUR (4) 1 TON PICKUP TRUCKS NOS. 9017/22/4/6, CENTRAL GARAGE

**RECOMMENDATION**

That a purchase order be issued to Steel City Chrysler, Hamilton, in the amount of $77,060.16, for the replacement of Four (4) 1 Ton Pickup Trucks Nos. 9017/22/4/6, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Reserve for Mobile Equipment Account #RF55003-25201.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**

See above RECOMMENDATION

**BACKGROUND** - Tender Analysis

| | |
|---|---|
| Steel City Chrysler, Hamilton | $77,060.16 |
| Holland Chev Olds, Burlington | 80,454.28 |
| Slessor Pontiac Buick, Grimsby | 81,332.20 |
| Carter GM Trucks, Hamilton | 83,442.16 |
| Mohawk Ford Sales, Hamilton | 83,655.20 |
| Snowdon Ford Sales, Burlington | 86,516.64 |

These vehicles are being purchased without trade-ins from Steel City Chrysler as the unit price, without trade-in, is $1,106 lower than the next bidder. Even when the trade-in by Holland is considered, Steel City's price is still $439 less.

FOR ACTION

3.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. Lou Sage
Chief Administrative Officer

*DATE:* 1989 March 3
*COMM FILE:*
*DEPT FILE:* 831-0001.3

*SUBJECT:* **Task Force to Review the Mandate and Structure of the Hamilton Harbour Commissioners**

*RECOMMENDATION:*

4.5 That the Annual Financial Statements of the Hamilton Harbour Commissioners be referred to the appropriate Standing Committees of Council for examination and discussion.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

*BACKGROUND:*

In accordance with City Council's directions the above recommendations of the Task Force are herewith forwarded to the Finance Committee for their review and consideration.

Attached is a copy of the extract of the recommendation and background information contained in the Task Force Report.

Copies of the full report have been distributed to all members of City Council. Additional copies of this report can be obtained from Mrs. Susan Reeder, Task Force Secretary.

Encl.

cc Alderman B. Hinkley

*RECOMMENDATION*

4.5 *FINANCIAL STATEMENTS - HARBOUR COMMISSIONERS*

*THAT THE ANNUAL FINANCIAL STATEMENTS OF THE HAMILTON HARBOUR COMMISSIONERS BE REFERRED TO THE APPROPRIATE STANDING COMMITTEES OF COUNCIL FOR EXAMINATION AND DISCUSSION.*

MAR 14 1989

FOR ACTION

4(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 13
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* APPROVAL OF THE 1988 CURRENT BUDGET OVERDRAFTS

*RECOMMENDATION:*

That the total 1988 current fund overdrafts for amounts between $1,000 and $5,000, in the amount of $83,872.28, which have originated during November and December 1988, be approved.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

As the members of the Finance Committee will recall, the Chief Administrative Officer and the City Treasurer were authorized to approve overdrafts which developed as a year end practice over the years, providing that a list of such transactions was compiled for approval by the appropriate Standing Committee and City Council in the new year. You will note on the attached schedule, (Column 7), that the overdraft total for approval amounts to $83,872.28 after excluding overdrafts which have been financed from interdepartmental estimate transfers.

These overdrafts were all financed by means of expenditure savings within the Departments indicated or within the responsibility of the Standing Committee involved.

Att'd

City of Hamilton
Treasury
LIST OF REQUESTS FOR OVERDRAFTS FROM $1,000 UP TO $5,000 WITHIN THE 1988 CURRENT BUDGET TO BE AUTHORIZED BY THE FINANCE COMMITTEE

| DEPARTMENT | ACCOUNT NO. | DESCRIPTION | APPROPRIATION | EXPENDITURES | OVERDRAFT | REQUEST FOR APPROVAL |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| MAYOR | | | | | | |
| | 0321-0129 | PICTURE & CAMERA SUPPLIES | 5,000.00 | 6,764.06 | (1,764.06) | (1,764.06) |
| ALDERMEN'S OFFICE | | | | | | |
| | 0321-0321 | OFFICE SUPPLIES | 7,630.00 | 9,564.04 | (1,934.04) | (1,934.04) |
| CITY CLERKS | | | | | | |
| | 0322-0183 | RENTAL OFFICE EQUIPMENT | 18,600.00 | 19,919.03 | (1,319.03) | (1,319.03) |
| PROPERTY MAINTENANCE | | | | | | |
| | 0328-0231 | REPAIRS&MAINTENANCE-CITY HALL | 35,900.00 | 37,772.89 | (1,872.89) | (1,872.89) |
| | 0328-1233 | REPAIRS&MAINTENANCE-REC. BLDGS | 66,620.00 | 68,551.66 | (1,931.66) | (1,931.66) |
| | 0328-6518 | CARETAKING-CHURCHILL DISC. CENTER | 24,190.00 | 26,657.51 | (2,467.51) | (2,467.51) |
| | 0328-6618 | CARETAKING-DALE WOOD DISC. CENTER | 29,960.00 | 32,684.89 | (2,724.89) | (2,724.89) |
| | 0328-6818 | CARETAKING-LAURIER DISC. CENTER | 29,670.00 | 32,298.12 | (2,628.12) | (2,628.12) |
| | 0328-6933 | REPAIRS & MAINTENANCE-NP LOUIS DISC. | 21,010.00 | 23,861.60 | (2,851.60) | (2,851.60) |
| | 0328-7033 | REPAIRS&MAINTENANCE-MAC DISC. CENTER | 16,700.00 | 18,965.15 | (2,265.15) | (2,265.15) |
| | 0328-7118 | CARETAKING-RYERSON DISC. CENTER | 31,390.00 | 33,815.59 | (2,425.59) | (2,425.59) |
| | 0328-7318 | CARETAKING-WESTMOUNT DISC. CENTER | 25,630.00 | 26,764.94 | (1,134.94) | (1,134.94) |
| INFORMATION SYSTEMS | | | | | | |
| | 0336-2081 | CAR RENTAL-ADMIN. SUPPORT SERVICES | 440.00 | 2,011.55 | (1,571.55) | (1,571.55) |
| | 0336-2394 | TRAINING COURSE-PROGRAMMING | 10,680.00 | 12,971.16 | (2,291.16) | (2,291.16) |
| | 0336-2587 | RENTAL OFF SITE-CENTRAL PROCESSING | 4,000.00 | 5,535.06 | (1,535.06) | (1,535.06) |
| | 0336-3020 | CONTRACTUAL SERVICES-IMAGE PROCESSIN | 6,000.00 | 7,014.51 | (1,014.51) | (1,014.51) |
| | 0336-3031 | REPAIRS & MAINTENANCE-IMAGE PROCESSI | 15,000.00 | 16,514.46 | (1,514.46) | (1,514.46) |
| FIRE | | | | | | |
| | 0341-0121 | OFFICE SUPPLIES | 7,030.00 | 9,317.74 | (2,287.74) | (2,287.74) |
| | 0341-0135 | REPAIRS & MAINTENANCE | 17,840.00 | 20,004.93 | (2,164.93) | (2,164.93) |
| PLANNING | | | | | | |
| | 0331-0160 | LACAC | 106,370.00 | 111,219.40 | (4,849.40) | (4,849.40) |
| BUILDING | | | | | | |
| | 0344-0191 | TRAVELLING | 9,900.00 | 12,508.27 | (2,608.27) | (2,608.27) |
| TRAFFIC | | | | | | |
| | 0345-*** | PAVEMENT MARKINGS | 58,710.00 | 61,049.02 | (2,339.02) | (2,339.02) |
| | 0345-*** | METER MAINTENANCE | 128,340.00 | 130,289.98 | (1,949.98) | (1,949.98) |
| PUBLIC WORKS | | | | | | |
| | 0350-0111 | TELEPHONES | 750.00 | 2,777.40 | (2,027.40) | (2,027.40) |
| | 0350-0116 | POSTAGE | 1,370.00 | 2,482.95 | (1,112.95) | (1,112.95) |
| | 0350-0135 | REPAIRS & MAINTENANCE | 4,610.00 | 8,334.76 | (3,724.76) | (3,724.76) |
| | 0350-0183 | RENTAL | 1,580.00 | 3,670.44 | (2,090.44) | (2,090.44) |

City of Hamilton
Treasury
LIST OF REQUESTS FOR OVERDRAFTS FROM $1,000 UP TO $5,000 WITHIN THE 1988 CURRENT BUDGET TO BE AUTHORIZED BY THE FINANCE COMMITTEE

| DEPARTMENT | ACCOUNT NO. | DESCRIPTION | APPROPRIATION | EXPENDITURES | OVERDRAFT | REQUEST FOR APPROVAL |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| CEMETERIES | | | | | | |
| | 0359-5027 | UNIFORMS & ACCESSORIES | 12,800.00 | 15,062.71 | (2,262.71) | (2,262.71) |
| | 0359-5033 | REPAIRS & MAINTENANCE | 6,910.00 | 8,238.76 | (1,328.76) | (1,328.76) |
| PARKS | | | | | | |
| | 0364-**** | PARKS DEVELOPMENT | 81,500.00 | 83,722.80 | (2,222.80) | (2,222.80) |
| | 0364-**** | MISCELLANEOUS | 104,000.00 | 107,795.11 | (3,795.11) | (3,795.11) |
| CULTURE & RECREATION | | | | | | |
| | 0367-0192 | CAR ALLOWANCE | 1,960.00 | 6,934.03 | (4,974.03) | (4,974.03) |
| | 0367-1027 | UNIFORM & ACCESSORIES-POOLS&RINKS | 1,640.00 | 3,090.40 | (1,450.40) | (1,450.40) |
| | 0367-1028 | SURGICAL SUPPLIES | 120.00 | 1,618.21 | (1,498.21) | (1,498.21) |
| | 0367-1031 | REPAIRS & MAINTENANCE | 1,000.00 | 2,922.46 | (1,922.46) | (1,922.46) |
| | 0367-6123 | OPERATING SUPPLIES-KINGS FOREST | 5,980.00 | 9,678.22 | (3,698.22) | (3,698.22) |
| HISTORIC SITES | | | | | | |
| | 0369-0112 | PROMOTION & PUBLICITY | 54,890.00 | 57,208.47 | (2,318.47) | (2,318.47) |
| | | TOTAL | | | | (83,872.28) |

MAR 14 1989

FOR ACTION

4(b)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 13
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **APPROVAL OF THE 1988 CURRENT BUDGET OVERDRAFTS**

*RECOMMENDATION:*

That the total 1988 current fund overdrafts for amounts in excess of $5,000, in the amount of $1,686,011.64, which have originated during November and December 1988, be approved.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

As the members of the Finance Committee will recall, the Chief Administrative Officer and the City Treasurer were authorized to approve overdrafts which developed as a year end practice over the years, providing that a list of such transactions was compiled for approval by the appropriate Standing Committee and City Council in the new year. You will note on the attached schedule, (Column 7), that the overdraft total for approval amounts to $1,686,011.64 after excluding overdrafts which have been financed from interdepartmental estimate transfers.

These overdrafts were all financed by means of expenditure savings within the Departments indicated or within the responsibility of the Standing Committee involved.

Att'd

City of Hamilton
Treasury
LIST OF REQUESTS FOR OVERDRAFTS OVER $5,000 WITHIN THE 1988 CURRENT BUDGET TO BE AUTHORIZED BY THE FINANCE COMMITTEE AND CITY COUNCIL

| DEPARTMENT | ACCOUNT NO. | DESCRIPTION | APPROPRIATION | EXPENDITURES | OVERDRAFT | REQUEST FOR OVERDRAFT APPROVAL |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| MAYOR | | | | | | |
| | 0321-0146 | MEMENTOS | 26,000.00 | 33,935.98 | (7,935.98) | (7,935.98) |
| ALDERMENS' OFFICE | | | | | | |
| | 0321-0316 | POSTAGE | 12,600.00 | 20,040.47 | (7,440.47) | (7,440.47) |
| CITY SOLICITOR | | | | | | |
| | 0325-XXXX | NET 1988 EXPENDITURES | 1,233,450.00 | 1,277,954.13 | (44,504.13) | (44,504.13) |
| PROPERTY MAINTENANCE | | | | | | |
| | 0328-0211 | TELEPHONE-CITY HALL | 151,300.00 | 212,710.03 | (61,410.03) | (61,410.03) |
| | 0328-6718 | CARETAKING-HILLPARK DISC. CENTER | 29,670.00 | 36,167.10 | (6,497.10) | (6,497.10) |
| INFORMATION SYSTEM | | | | | | |
| | 0336-2523 | OPERATING SUPPLIES-CENTRAL PROCESSING | 72,520.00 | 78,391.13 | (5,871.13) | (5,871.13) |
| | 0336-2984 | RENTAL OFFICE EQP.-TERMINALS&PRINTERS | 457,660.00 | 508,956.01 | (51,296.01) | (51,296.01) |
| | 0336-3023 | OPERATING SUPPLIES-IMAGE PROCESSING | 19,650.00 | 29,567.61 | (9,917.61) | (9,917.61) |
| FIRE | | | | | | |
| | 0341-0123 | OPERATING SUPPLIES | 36,210.00 | 51,777.30 | (15,567.30) | (15,567.30) |
| | 0341-0318 | HYDRANT SURCHARGE | 136,980.00 | 143,454.00 | (6,474.00) | (6,474.00) |
| PLANNING | | | | | | |
| | 0331-0119 | LOCAL PLANNING-BY REGION | 1,508,660.00 | 1,528,284.35 | (19,624.35) | (19,624.35) |
| TRAFFIC | | | | | | |
| | 0345-XXXX | NON SUBSIDIZED OPERATIONS | 427,600.00 | 560,218.59 | (132,618.59) | (132,618.59) |
| CENTRAL SERVICES GARAGE | | | | | | |
| | 0348-XXXX | NET 1988 EXPENDITURES | | 472,418.56 | (472,418.56) | (472,418.56) |
| PUBLIC WORKS | | | | | | |
| | 0350-0127 | UNIFORMS & ACCESSORIES | 135,950.00 | 177,945.34 | (41,995.34) | (41,995.34) |
| | 0350-XXXX | GARBAGE COLLECTION | 4,291,060.00 | 4,356,365.24 | (65,305.24) | (65,305.24) |
| | 0350-XXXX | ROAD & SIDE WALK | 4,469,310.00 | 4,591,908.74 | (122,598.74) | (122,598.74) |
| | 0350-XXXX | SPECIFIC PROJECTS | 477,130.00 | 509,864.75 | (32,734.75) | (32,734.75) |
| CEMETERIES | | | | | | |
| | 0359-5049 | PERPETUAL CARE FUND | 116,080.00 | 134,422.75 | (18,342.75) | (18,342.75) |
| PARKS | | | | | | |
| | 0364-XXXX | PARKS MAINTENANCE | 3,664,750.00 | 3,807,636.76 | (142,886.76) | (142,886.76) |

City of Hamilton
Treasury
LIST OF REQUESTS FOR OVERDRAFTS OVER $5,000 WITHIN THE 1988 CURRENT BUDGET TO BE AUTHORIZED BY THE FINANCE COMMITTEE AND CITY COUNCIL

| DEPARTMENT | ACCOUNT NO. | DESCRIPTION | APPROPRIATION | EXPENDITURES | OVERDRAFT | REQUEST FOR OVERDRAFT APPROVAL |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| CULTURE & RECREATION | | | | | | |
| | 0367-0121 | OFFICE SUPPLIES | 8,800.00 | 14,085.97 | (5,285.97) | (5,285.97) |
| | 0367-0887 | RENTAL-COMMUNITY SERVICES | 160,000.00 | 168,593.05 | (8,593.05) | (8,593.05) |
| | 0367-1023 | OPERATING SUPPLIES-POOLS & RINKS | 3,050.00 | 13,437.01 | (10,387.01) | (10,387.01) |
| TRANSPORT & ENVIRONMENT COMMITEE | | | | | | |
| | 0372-5001 | POLLUTION & NOISE CONTROL-BY REGION | 71,200.00 | 90,869.80 | (19,669.80) | (19,669.80) |
| FINANCIAL | | | | | | |
| | 0378-02XX | EMPLOYEE BENEFITS-OTHER | 232,850.00 | 287,806.10 | (54,956.10) | (54,956.10) |
| | 0378-05XX | TAX REMISSIONS | 1,077,800.00 | 1,263,328.61 | (185,528.61) | (185,528.61) |
| | 0378-1898 | DAMAGE CLAIMS | 100,000.00 | 195,681.07 | (95,681.07) | (95,681.07) |
| | 0378-27&28 | UNCLASSIFIED | 45,000.00 | 85,471.19 | (40,471.19) | (40,471.19) |
| | | | | TOTAL | | (1,686,011.64) |

FOR ACTION

4(c)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 15
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **FINANCING OF SCHOOL CROSSING GUARDS**

*RECOMMENDATION:*

That the estimated cost of $10,125 of assigning School Traffic Officers to the intersections of Trevi Road/Greenshire Drive and Upper Paradise ($4,620) and Mt. Albion and Greenhill ($5,505) as approved by City Council March 14, 1989, be funded from the existing School Crossing Guard budget, on an overdraft basis if necessary.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

1) With the approval of this recommendation a total of $13,567 will have been approved to fund additional Guards not originally budgeted.

2) It is anticipated that sufficient savings will occur in the School Crossing Guard budget in 1989 to absorb this additional cost.

*BACKGROUND:*

City Council at its meeting of March 14, 1989, by item 11 and 13 of the Sixth Report of the Transport and Environment Committee, approved of the above action.

FOR INFORMATION

4(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 15
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 CURRENT BUDGET ESTIMATES AND RANKED PACKAGES**

*BACKGROUND:*

At the City Council meeting of March 10, 1989, Council referred the ranked packages to the Standing Committee for its further consideration. Attached is Exhibit "A" which summarizes the reviewed expenditure estimates for the Finance Committee. The $118,500 Committee adjustment has lowered the expenditure increase to 7.6% of the departmental 1988 estimate. Included in this 7.6% are the ranked packages which have been summarized on Exhibit "B".

Although no direction was provided by Council relative to a targeted mill rate increase, it was clear that the current 10.3% mill rate increase is not acceptable. There was an indication that a 9.5% level might be realistic. With this in mind, I am recommending a 9.4% mill rate increase which would be achieved by not funding those packages ranked between 91 to 151 of the global ranked packages which were presented to Council at the March 10, 1989 meeting. The 9.4% funding line is indicated on Exhibit "B" which will result in a further $11,410 reduction to the expenditures. If accepted, the Committee expenditure increase would be 7.5%. This process has the concurrence of the Management Team and specifically the Department Heads who report to this Committee.

One final point on this procedure: this is being presented to all Standing Committees in the same fashion. The understanding is that all Committees must agree to this process in order to proceed to the Committee of the Whole Meeting scheduled for March 23, 1989 at 11:00 a.m. If one Committee alters this process, then we are forced to establish a new procedure to finalize the 1989 Current Estimates and those Committees that had agreed to this process would be free of their respective package reductions.

E. C. Matthews

Att'd

*EXHIBIT A*



SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE FINANCE COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Council/ Committee Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| CHIEF ADMINISTRATIVE OFFICE | 156,765 | 156,790 | 1,450 | 5,580 | | 163,820 | | 163,820 | 7,030 | 4.5% |
| TREASURY | | | | | | | | | | |
| -Finance | 2,505,569 | 2,594,110 | 14,010 | 96,490 | 45,060 | 2,749,670 | | 2,749,670 | 155,560 | 6.0% |
| -Purchasing | 297,885 | 294,740 | 6,270 | 9,010 | | 310,020 | | 310,020 | 15,280 | 5.2% |
| -City Garage | (69,034) | 0 | (43,140) | 43,140 | | 0 | | 0 | 0 | |
| TOTAL TREASURY | 2,734,420 | 2,888,850 | (22,860) | 148,640 | 45,060 | 3,059,690 | 0 | 3,059,690 | 170,840 | 5.9% |
| PROPERTY | | | | | | | | | | |
| -Real Estate | 451,190 | 541,640 | (49,920) | 23,960 | 5,100 | 520,780 | | 520,780 | (20,860) | -3.9% |
| -Property | 5,113,400 | 5,102,520 | 128,550 | 302,700 | 174,410 | 5,708,180 | (118,500) | 5,589,680 | 487,160 | 9.5% |
| -Architect | 311,750 | 339,900 | 1,670 | 16,370 | 28,250 | 386,190 | | 386,190 | 46,290 | 13.6% |
| TOTAL PROPERTY | 5,876,340 | 5,984,060 | 80,300 | 343,030 | 207,760 | 6,615,150 | (118,500) | 6,496,650 | 512,590 | 8.6% |
| TOTAL DEPARTMENTS | 8,767,525 | 9,029,700 | 58,890 | 497,250 | 252,820 | 9,838,660 | (118,500) | 9,720,160 | 690,460 | 7.6% |

*EXHIBIT A*



SUMMARY OF 1989 EXPENDITURE ESTIMATES OF THOSE BUDGETS TO BE REVIEWED BY THE FINANCE COMMITTEE

| Description (1) | 1988 Projected Actual (2) | 1988 Estimate (3) | Adjustment to 1988 Estimate Increase (Decrease) (4) | Inflationary Cost (5) | Expansion Service Level (6) | 1989 Original Estimate (3+4+5+6) (7) | Adjustment Increase (Decrease) (8) | 1989 Resultant Appropriation (7+8) (9) | Increase (Decrease) Over 1988 Estimate Amount (9-3) (10) | Increase (Decrease) Over 1988 Estimate Percent (10/3) (11) |
|---|---|---|---|---|---|---|---|---|---|---|
| Grants | 947,000 | 947,000 | | 53,000 | | 1,000,000 | (53,000) | 947,000 | 0 | 0.0% |
| Provision for Reserves | 2,453,100 | 2,253,100 | 625,000 | 30,000 | | 2,908,100 | | 2,908,100 | 655,000 | 29.1% |
| Financial - Various | 3,515,821 | 3,196,040 | 178,910 | 1,140 | | 3,376,090 | | 3,376,090 | 180,050 | 5.6% |
| Contingency | | | 300,000 | 1,050,000 | | 1,350,000 | | 1,350,000 | 1,350,000 | |
| Miscellaneous | 3,719,447 | 3,820,700 | 27,940 | 237,450 | | 4,086,090 | | 4,086,090 | 265,390 | 6.9% |
| TOTAL OTHER BUDGETS | 10,635,368 | 10,216,840 | 1,131,850 | 1,371,590 | 0 | 12,720,280 | (53,000) | 12,667,280 | 2,450,440 | 24.0% |
| TOTAL FINANCE COMMITTEE | 19,402,893 | 19,246,540 | 1,190,740 | 1,868,840 | 252,820 | 22,558,940 | (171,500) | 22,387,440 | 3,140,900 | 16.3% |

City of Hamilton
Treasury

CONSOLIDATED LISTING OF FUNDED SERVICE/PROGRAM PACKAGES AFTER REVIEW AND ADJUSTMENTS

| Package Number | Package Rank | Department/ Local Board | Package Description | Original Amount | Committee Adjustments | Resultant Amount |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| FINANCE COMMITTEE | | | | | | |
| ARCH-01 | 25 | ARCHITECTURAL | Senior Project Manager, Clerk Typist II | 20,250 | | 20,250 |
| TREAS-01 | 26 | TREASURY - FINANCE | One "User" Analyst to Maintain New Financial System | 30,250 | | 30,250 |
| TREAS-02 | 39 | TREASURY - FINANCE | One Budget Analyst - Revenues and Expenditures | 13,300 | | 13,300 |
| PROP-02 | 46 | REAL ESTATE | Fax Machine for use by all Property Divisions | 3,200 | | 3,200 |
| CTGAR-01 | 61 | CITY GARAGE | Tire Changing Machine | 4,000 | | 4,000 |
| TREAS-03 | 72 | TREASURY - FINANCE | One Senior Accountant - Non-Profit Housing | [27,450] | | [27,450] |
| PROP-01 | 118 | REAL ESTATE | Various Subscriptions and Teela Market Data | 1,900 | | 1,900 |
| ARCH-02 | 145 | ARCHITECTURAL | Metal Storage Cabinets - Drawings of Existing Building | 8,000 | | 8,000 |
| TREAS-04 | 147 | TREASURY - FINANCE | Microfilm Cabinet (Accounts Payable) | 1,510 | | 1,510 |
| | | | | 82,410 | 0 | 82,410 |

11,410

CITY OF HAMILTON

FORM 6 ARCH-01
REV. 08/88

1989 CURRENT BUDGET ESTIMATES

(25)

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD Architectural Division/Property Department

2. ACCOUNT NO.(S) 0333-01-01 ($44,500.) and 0333-01-03 ($8,000.)

3. CONSIDERATIONS: (A) AMOUNT $ 52,500.00 ($44,500. + $8,000.)

Note: $32,250 Recovered from Non Profit Housing Net Cost is $20,250

(B) EFFECTIVE DATE May 1, 1989

(C) INCLUDED [X] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [ ] AND/OR EXPANSION [X] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

Senior Project Manager and Clerk Typist II to provide services to the MunicipalNon-Profit Housing (Hamilton) Corporation and to other capital construction projects.

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
X (IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

1. Services cannot be provided to MNPHC.
2. Completion of projects will be substantially delayed. i.e. one year or more.

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

Will affect MNPHC - Culture and Recreation and Public Works mainly.

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

Reducing the number of capital construction projects.

8. PACKAGE RANKING BY - DEPT./BOARD: 1 OF 2

- COMMITTEE : _____ OF _____

TREAS-01
FORM 6
REV. 08/88

CITY OF HAMILTON

(26)

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD *TREASURY - FINANCE*

2. ACCOUNT NO.(S) *0323-18*

3. CONSIDERATIONS: (A) AMOUNT $ *30,250* *(Annualized - $45,300)*

(B) EFFECTIVE DATE *May 1, 1989*

(C) INCLUDED [XX] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [XX] AND/OR EXPANSION [XX] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

*M.S.A. Maintenance (Systems "user" analyst) - one staff person to maintain new financial system which is "user" oriented; to design reports, train employees, review and upgrade system as required.*

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

- *only the basic system would be used, resulting in loss of opportunity to develop the system to its full potential;*
- *there would be no one to act as "troubleshooter" or to answer concerns of users, resulting in dissatisfaction and misuse of the system;*
- *without ongoing reviews and upgrades as required, inefficiencies would result.*

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

*Yes - all departments are involved in this new system to some extent and will need guidance.*

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

*No*

8. PACKAGE RANKING BY - DEPT./BOARD: *1* OF *4*

- COMMITTEE : _____ OF _____

TREAS-02
FORM 6
REV. 08/88

CITY OF HAMILTON

(39)

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD *TREASURY - FINANCE*

2. ACCOUNT NO.(S) *0323-04 -- Budgets, Subsidies and Cash Management*

3. CONSIDERATIONS: (A) AMOUNT $ *13,300* *(Annualized - $40,000)*

(B) EFFECTIVE DATE *September 1, 1989*

(C) INCLUDED [XX] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [ ] AND/OR EXPANSION [XX] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

*One Budget Analyst - to help prepare, review and monitor current expenditure and revenue budgets; analyse departmental expenditure and revenue to effect savings and ensure revenues are maximized, on a year round basis; co-ordinate user fee revenue sources for review by Committees and Council. This position should "pay for itself" in savings and increased revenues.*

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

- *Potential new revenue sources and/or increases to existing user fees may be lost by not centralizing this function;*
- *Current Budgets will not receive the thorough review by Treasury staff as is desired before Committee review.*

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

*Yes, this position would assist departmental staff in seeking out new revenue sources, would do analysis and research on existing user fees to determine their capacity to be increased, and generally would reduce the time spent by departments in compiling their budgets.*

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

*Have each department independently compile revenue estimates as is done at present; however, time and staffing constraints may not always produce the best possible review by departments, and therefore centralizing this function and having a Treasury analyst assist departments would be a more effective alternative.*

8. PACKAGE RANKING BY - DEPT./BOARD: 2 OF 4

- COMMITTEE : _____ OF _____

CITY OF HAMILTON

(46)

PROP-02
FORM 6
REV. 08/88

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD PROPERTY DEPARTMENT, REAL ESTATE DIVISION

2. ACCOUNT NO.(S) 0335-0171 Office Equipment

3. CONSIDERATIONS: (A) AMOUNT $ 3,200.00

(B) EFFECTIVE DATE

(C) INCLUDED [X] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [X] AND/OR EXPANSION [ ] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

Purchase of a FAX Machine to be installed in the Property Department for use of all Divisions.

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

Purchase of FAX Machine will enhance communication greatly with our business contacts. Will enhance our communication with Region offices, particularly Legal Services and the outside Legal Consultants retained by the Region to assist in certain files and will protect the confidentiality of our communication. Enhanced communication network will save substantial staff time, eliminating need for in person visits and deliveries. The cost of this staff time will more than exceed the cost of the machine in one year.

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

Enhances communication with Regional Departments with whom we deal with extensively and for whom we provide a service.

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

Continue to utilize the single FAX Machine located in the Purchasing Department, which is meant to service the entire Corporation, costly travel time waiting periods results in inefficiencies. Confidentiality lost.

8. PACKAGE RANKING BY - DEPT./BOARD: 2 OF 2

- COMMITTEE : _____ OF _____

CTGAR-01
FORM 6
REV. 08/88

CITY OF HAMILTON

(61)

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD *CITY GARAGE*

2. ACCOUNT NO.(S) *0332-01*

3. CONSIDERATIONS: (A) AMOUNT $ *4,000.00*

(B) EFFECTIVE DATE

(C) INCLUDED [ ] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [X] AND/OR EXPANSION [ ] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

*Tire changing machine to mount and dismount tires up to and including 16" wheels.*

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

*Our present machine only does 14" and 15" wheels. All other sizes have to be done by hand which takes longer and increases the risk of damage to the tire bead.*

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

*No*

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

*No*

8. PACKAGE RANKING BY - DEPT./BOARD: *1* OF *1*

- COMMITTEE : _____ OF _____

CITY OF HAMILTON (72)

TREAS-03
FORM 6
REV. 08/88

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD *TREASURY - FINANCE*

2. ACCOUNT NO.(S) *0323-15*

3. CONSIDERATIONS: (A) AMOUNT $*27,450* *(Annualized - $41,000)*

(B) EFFECTIVE DATE *May 1, 1989*

(C) INCLUDED [XX] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [ ] AND/OR EXPANSION [XX] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

*One Senior Accountant - to perform all financial functions associated with the growing Non-Profit Housing program in Hamilton, including the Hamilton Housing Co. Ltd. holdings; to liase with the property management company regarding financial transactions and records; determine capital budgets and mortgage involvement for projects; to prepare financial statements.*

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

- *Only the basic financial functions will continue to be performed by a senior Treasury staff member on a part time basis;*
- *Financial matters involving mortgages, capital, payment of contractors, etc. will continue to be performed by the Manager of Non-Profit Housing, thereby taking time that could be better spent on housing issues.*
- *Any further expansion of the non-profit program will not be possible to handle with present staff (financially).*

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

*Yes, the manager of Non-Profit housing would continue to be more involved than necessary in the on-going financial affairs of the program.*

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

*No*

8. PACKAGE RANKING BY - DEPT./BOARD: *3* OF *4*

- COMMITTEE : _____ OF _____

CITY OF HAMILTON (118)

PROP-01
FORM 6
REV. 08/88

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD PROPERTY DEPARTMENT, REAL ESTATE DIVISION

2. ACCOUNT NO.(S) 0335-0193

3. CONSIDERATIONS: (A) AMOUNT $1,900.00

(B) EFFECTIVE DATE

(C) INCLUDED [X] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [X] AND/OR EXPANSION [ ] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

| | | |
|---|---|---|
| (1) Purchase of Marshall & Swift Cost & Valuation Service | - | $ 170.00 |
| (2) Purchase of Teela Market Data on Microfiche | - | $1,400.00 |
| (3) Subscription - The Appraisal Journal | - | $ 80.00 |
| (4) Ontario Expropriation Association - Corporate Membership | - | $ 250.00 |
| | | $1,900.00 |

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

Package provides us with greater and more expeditious research capabilities, easier storage and less space problems, and substantially less staff time allocated to filing, which time could be put to more productive use. Consequence of not funding this package will result in increased research costs and unproductive staff time. Efficiency and effectiveness will not be enhanced. The service we provide will not be improved.

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

It affects other departments in the service we provide to them in terms of the time required to perform tasks assigned to us.

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

NIL

8. PACKAGE RANKING BY - DEPT./BOARD: 1 OF 2

- COMMITTEE : _____ OF _____

CITY OF HAMILTON

1989 CURRENT BUDGET ESTIMATES

(145)

FORM 6 ARCH-02
REV. 08/88

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD Architectural Division/Property Department

2. ACCOUNT NO.(S) 0333-01-74

3. CONSIDERATIONS: (A) AMOUNT $ 8,000.00

(B) EFFECTIVE DATE 1989

(C) INCLUDED [x] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [ ] AND/OR EXPANSION [x] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

Metal cabinets to store working drawings of existing buildings. Cabinets should have a minimum 30 year life.

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

Extremely valuable working drawings for 100 plus existing buildings with an approximate value of $1-1/2 million dollars should be stored safely, and be readily retreivable. Present adhoc storage is confusing and inefficient.

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

Existing drawings pertaining to buildingsare stored for all Departments for future reference as required.

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

Building files using wood. This would not provide the same design or quality, nor duration.

8. PACKAGE RANKING BY - DEPT./BOARD: 2 OF 2

- COMMITTEE : _____ OF _____

CITY OF HAMILTON (147) TREAS-04
FORM 6
REV. 08/88

1989 CURRENT BUDGET ESTIMATES

SERVICE/PROGRAM PACKAGE FOR COMMITTEE REVIEW

1. DEPT./LOCAL BOARD *TREASURY - FINANCE*

2. ACCOUNT NO.(S) *0323-0774 (Accounts Payable)*

3. CONSIDERATIONS: (A) AMOUNT $ *1,510*

(B) EFFECTIVE DATE *N/A*

(C) INCLUDED [XX] OR NOT INCLUDED [ ] IN ESTIMATES

(D) AFFECTS CURRENT [ ] AND/OR EXPANSION [XX] LEVEL OF SERVICE

4. PACKAGE DESCRIPTION

*Microfilm Cabinet for efficient storage and retrieval of microfilm in Accounts Payable section. (Capacity 750 rolls)*

5. WHAT ARE THE CONSEQUENCES OF NOT FUNDING THIS PACKAGE?
(IF NOT INCLUDED IN ESTIMATES, EXPLAIN BENEFITS IF THIS PACKAGE IS FUNDED)

- *Continued storage of microfilm in cardboard boxes will cause damage to film;*
- *Inefficient retrieval wastes time.*

6. DOES THIS PACKAGE AFFECT OTHER DEPTS./BOARDS? IF SO, HOW?

*No*

7. ARE THERE ALTERNATIVE METHODS OF PROVIDING OR ACHIEVING THE SERVICE AS DESCRIBED ABOVE. IF SO, HOW?

*Continued storage in cardboard boxes.*

8. PACKAGE RANKING BY - DEPT./BOARD: 4 OF 4

- COMMITTEE : _____ OF _____

FOR ACTION

5.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1989 March 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 GENERAL GRANTS**

*RECOMMENDATION:*

The Grants Review Group has met and respectfully recommends the following:

a) that the recommended grant amounts and grant categories outlined on Appendix "A" for the existing grants (i.e. those applicants who had received a "Traditional" or "Fixed" grant in 1988) be approved and those tabled applications be forwarded to the Finance Committee as soon as possible;

b) that the Grants Co-Ordinator be directed to advise the appropriate applicants of these recommendations to determine if the applicant will be requesting an appeal of this recommendation to the Finance Committee;

c) that any appeals be scheduled to appear at the earliest possible meeting of the Finance Committee;

d) upon completion of appeals, the Grants Review Group finalize their recommendations relative to the new 1989 General Grant requests as outlined on Appendix "B".

D. Kevin Beattie

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Recommend Grants will be funded from within the Grants Budget of $947,000.

*BACKGROUND:*

At the December 13,1988, meeting of City Council the grants policy was amended to provide for a staff Grants Review Group to make recommendations on Grants to the Finance Committee.

Attached as Appendix "A" is their first recommendation of the 1989 General Grants. These applications are from the existing Grants whereby the applicant had received a "Traditional" or "Fixed" Grant in 1988. There are two parts of the recommendation: the amount and the grant category (i.e. Traditional, Fixed or Sunset). Those applications which are tabled require further clarification on the application details and/or financial information. However, for purposes of allocating the Grant funds those tabled requests have had the recommended grant amounts included in the allocation on Appendix "B".

The next step in this process, would be that the Grants Co-Ordinator advise the applicants of the proposed Finance Committee recommendations. This would then establish those applicants who would be appealing the recommendation to the Finance Committee as soon as possible. Upon completion of the appeals then the Grants Review Group would consider the new grant requests which total $202,224. The reason for proceeding in this fashion is because of an allocation problem as summarized on Appendix "B". Once the recommendation on the existing grants have been finalized, the balance of the unallocated grants can be determined, to match the new grant requests.

Clarification of any of the requests and/or copies of the grant applications can be obtained from the Grants Co-Ordinator.

c.c. Mr. Lou Sage, Chief Administrative Officer
Miss A. Schimmel, Director of Culture and Recreation
Mr. E. C. Matthews, Treasurer

City of Hamilton
Treasury

GRANTS - REQUESTS FOR 1989 BY CATEGORY

| Description | 1988 Grant | 1989 Request | Increase+/Decrease- Amount | % | Grant Review Group Recommendation Amount | Category | Comments |
|---|---|---|---|---|---|---|---|
| Category 01 | | | | | | | |
| Fire Department Band | 3,900 | 4,290 | 390 | 10.0% | 4,290 | C | |
| CANUSA Games | 37,000 | 40,000 | 3,000 | 8.1% | 40,000 | C | |
| Catholic Youth Organization | 11,760 | 12,200 | 440 | 3.7% | 12,200 | 1 | |
| Creative Arts Inc. | 25,000 | 0 | (25,000) | -100.0% | | | |
| Ensemble Sir Ernest MacMillan | 5,230 | 7,000 | 1,770 | 33.8% | 5,470 | 1 | |
| First Place - Hamilton | 6,000 | 14,000 | 8,000 | 133.3% | 6,270 | 1 | |
| Hamilton Cardinals Baseball Club | 10,000 | 8,000 | (2,000) | -20.0% | 8,000 | 3 | - Tabled Pending Further Information |
| Hamilton & District Chrysanthemum Soc. | 400 | 750 | 350 | 87.5% | 400 | 2 | |
| Hamilton Horticultural Society | 300 | 0 | (300) | -100.0% | | | |
| Hamilton Hurricanes Football Club | 2,960 | 2,060 | (900) | -30.4% | 0 | | - Conflicts with User Pay Policy |
| Transway Basketball Club | 2,090 | 4,000 | 1,910 | 91.4% | 0 | | - Conflicts with User Pay Policy |
| Royal Hamilton Light Infantry Heritage Museum | 5,000 | 6,000 | 1,000 | 20.0% | 4,000 | 3 | - Tabled Pending Further Information |
| Civic Employees Touch Football League | 150 | 290 | 140 | 93.3% | 0 | | - Funded from Human Resources Budget |
| Theatre Terra Nova | 3,500 | 5,000 | 1,500 | 42.9% | 4,500 | 1 | |
| Hamilton & District Soccer Association | 500 | 850 | 350 | 70.0% | 0 | | - No Apparent Financial Need |
| Committee for the Symphony at Dundurn | 6,450 | 0 | (6,450) | -100.0% | | | |

| KEY |
|---|
| C = Committed Grants |
| 1 = Traditional Grants (Allows for 4.5% Increase) |
| 2 = Fixed |
| 3 = Sunset by Percentage |
| 4 = Sunset by Amount |

City of Hamilton
Treasury

GRANTS - REQUESTS FOR 1989 BY CATEGORY

| Description | 1988 Grant | 1989 Request | Increase+/Decrease- Amount | Increase+/Decrease- % | Grant Review Group Recommendation Amount | Grant Review Group Recommendation Category | Comments |
|---|---|---|---|---|---|---|---|
| Hamilton & District Baseball Association | 2,620 | 12,000 | 9,380 | 358.0% | 2,620 | 1 | - Tabled Pending Further Information |
| Kiwanis Club Westdale | 2,170 | 2,290 | 120 | 5.5% | 0 | | - No Apparent Financial Need |
| McMaster Symphony Orchestra | 6,860 | 7,350 | 490 | 7.1% | 7,170 | 1 | |
| Toy Town Troupers | 3,140 | 20,000 | 16,860 | 536.9% | 3,280 | 1 | - Tabled Pending Further Information |
| Hamilton Pontiacs Ladies Softball Team | 930 | 1,090 | 160 | 17.2% | 0 | | - Conflicts with User Pay Policy |
| Theatre Aquarius Inc. | 34,240 | 45,000 | 10,760 | 31.4% | 0 | | - Maintenance of West Ave. School |
| National Youth Orchestra | 210 | 400 | 190 | 90.5% | 300 | 2 | provided in Property Maintenance |
| Mount Hamilton Horticultural Society | 320 | 320 | 0 | 0.0% | 320 | 2 | Budget. |
| West Hamilton Youth Soccer Club | 500 | 5,800 | 5,300 | 1060.0% | 0 | | - Conflicts with Grant Policy that |
| John Laing Singers | 900 | 6,000 | 5,100 | 566.7% | 1,000 | 1 | Senior Organizational Level Apply |
| Hamilton Community Concert Association | 3,140 | 0 | (3,140) | -100.0% | | | for Grants. This applicant is a |
| Hamilton Volunteer Week | 2,000 | 5,000 | 3,000 | 150.0% | 3,500 | 1 | is a Member of the Hamilton and |
| | | | | | | | District Soccer Association. |
| | 177,270 | 209,690 | 32,420 | 18.3% | 103,320 | | |
| | | | | | 17,900 | | Less Amount of Tabled Requests |
| | | | | | 85,420 | | AMOUNT RECOMMENDED |

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| 3 = Sunset by Percentage |
| 4 = Sunset by Amount |

City of Hamilton
Treasury

GRANTS - REQUESTS FOR 1989 BY CATEGORY

| Description | 1988 Grant | 1989 Request | Increase+/Decrease- Amount | Increase+/Decrease- % | Grant Review Group Recommendation Amount | Grant Review Group Recommendation Category | Comments |
|---|---|---|---|---|---|---|---|
| Category 02 | | | | | | | |
| Cycle Hamilton Inc. Club | 5,000 | 5,000 | 0 | 0.0% | 5,000 | 2 | |
| Drum Corps. International | 2,670 | 0 | (2,670) | -100.0% | | | - Consolidated with Festival of Friends Grant Request. |
| Leander Boat Club | 2,000 | 0 | (2,000) | -100.0% | | | |
| McQueenston Community Association | 2,000 | 2,500 | 500 | 25.0% | 2,000 | 2 | - Tabled Pending Further Information |
| City Hall Fast Ball League | 200 | 320 | 120 | 60.0% | 0 | | - Funded from Human Resources Budget |
| Hamilton Children's Choir | 700 | 700 | 0 | 0.0% | 0 | | - No Apparent Financial Need |
| Civic Concert Choir of Hamilton | 2,000 | 2,000 | 0 | 0.0% | 2,000 | 2 | |
| Northern Lights Colour Guard | 500 | 500 | 0 | 0.0% | 500 | 2 | - Tabled Pending Further Information |
| Hamilton Summer Youth Orchestra | 300 | 0 | (300) | -100.0% | | | |
| Hamilton Artists' Inc. | 2,000 | 4,000 | 2,000 | 100.0% | 2,000 | 2 | |
| Hamilton Aquatic Waterpolo Club | 3,000 | 9,500 | 6,500 | 216.7% | 3,000 | 3 | |
| Hamilton Civic Employees' Golf Tournament | 250 | 300 | 50 | 20.0% | 0 | | - Funded from Human Resources Budget |
| Hamilton Concert Band | 3,500 | 8,210 | 4,710 | 134.6% | 3,500 | 2 | |

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| 3 = Sunset by Percentage |
| 4 = Sunset by Amount |

City of Hamilton
Treasury

GRANTS - REQUESTS FOR 1989 BY CATEGORY

| Description | 1988 Grant | 1989 Request | Increase+/Decrease- Amount | Increase+/Decrease- % | Grant Review Group Recommendation Amount | Grant Review Group Recommendation Category | Comments |
|---|---|---|---|---|---|---|---|
| Gallery of Distinction Awards | 5,500 | 5,500 | 0 | 0.0% | 5,500 | 4 | |
| Catholic Family Services - Handicapped Program | 500 | 1,000 | 500 | 100.0% | 500 | 2 | |
| Hamilton Theatre Inc. - Operating | 6,500 | 8,000 | 1,500 | 23.1% | 5,000 | 4 | |
| Hamilton Olympic Club | 1,000 | 1,500 | 500 | 50.0% | 0 | | - No Apparent Financial Need |
| Hamilton-Stoney Creek Skating Club | 500 | 0 | (500) | -100.0% | | | |
| Ontario Blind Golfers Assoc.- Hamilton Branch | 1,750 | 2,000 | 250 | 14.3% | 1,750 | 2 | |
| Miss Hamilton Pageant - JKE Productions | 8,000 | 15,000 | 7,000 | 87.5% | 8,000 | 2 | - Tabled Pending Further Information |
| Environmentalist of the Year Committee | 900 | 1,230 | 330 | 36.7% | 900 | 2 | and Requested Meeting with the |
| Hamilton-Wentworth Aquatic Club | 11,000 | 0 | (11,000) | -100.0% | | | Status of Women Sub-Committee |
| Navy League of Canada | 1,500 | 1,500 | 0 | 0.0% | 1,500 | 2 | (See Attached). |
| Player's Guild of Hamilton | 4,200 | 0 | (4,200) | -100.0% | | | |
| Conqueror II Drum & Bugle Corps | 10,000 | 33,550 | 23,550 | 235.5% | 10,000 | 2 | - Tabled Pending Further Information |
| Royal Canadian Air Cadets - 150 Squadron | 1,500 | 1,500 | 0 | 0.0% | 1,500 | 2 | |
| St. Ann's Inner City Day Camp | 1,500 | 1,500 | 0 | 0.0% | 1,500 | 2 | |
| Junior Achievement of Hamilton | 7,500 | 7,500 | 0 | 0.0% | 7,500 | 2 | - Tabled Pending Further Information |

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| 2 = Fixed |
| 3 = Sunset by Percentage |
| 4 = Sunset by Amount |

City of Hamilton
Treasury

GRANTS - REQUESTS FOR 1989 BY CATEGORY

| Description | 1988 Grant | 1989 Request | Increase+/Decrease- Amount | Increase+/Decrease- % | Grant Review Group Recommendation Amount | Grant Review Group Recommendation Category | Comments |
|---|---|---|---|---|---|---|---|
| Hamilton Marathon | 4,000 | 4,500 | 500 | 12.5% | 4,000 | 2 | |
| Hamilton All Star Jazz Band | 5,000 | 6,000 | 1,000 | 20.0% | 5,000 | 2 | |
| Hamilton Safety Council | 23,000 | 23,000 | 0 | 0.0% | 23,000 | 2 | - Tabled Pending Further Information |
| Civic Employees' Hockey League | 290 | 290 | 0 | 0.0% | 0 | | - Funded from Human Resources Budget |
| Around-The-Bay Road Race | 1,500 | 1,500 | 0 | 0.0% | 1,500 | 2 | |
| Festival of Friends | 42,000 | 114,150 | 72,150 | 171.8% | 45,000 | 2 | |
| Hamilton Folk Arts Heritage Council | 30,310 | 40,000 | 9,690 | 32.0% | 30,310 | 2 | |
| Santa Claus Parade | 20,000 | 15,000 | (5,000) | -25.0% | 15,000 | 2 | |
| Ad and Sales Club | 500 | 1,000 | 500 | 100.0% | 500 | 2 | |
| Hamilton & District Labour Council Parade | 1,000 | 1,000 | 0 | 0.0% | 1,000 | 2 | |
| | 213,570 | 319,250 | 105,680 | 49.5% | 186,960 | | |
| | | | | | 51,000 | | Less Amount of Tabled Requests |
| | | | | | 135,960 | | AMOUNT RECOMMENDED |

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|---|
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| 4 = Sunset by Amount |

K. BEATTIE
FOR YOUR INFORMATION

Hamilton Status of Women
THE HAMILTON STATUS OF WOMEN SUB-COMMITTEE
CITY HALL, 71 MAIN ST. WEST, HAMILTON, ONT. L8N-3T4
(416) 526-2735

RECEIVED
SEP 28 1988
CITY CLERKS

1988 September 28

Mr. John Thompson, Secretary
Finance Committee
Hamilton City Hall
71 Main Street West
Hamilton, Ontario. L8N 3T4

Dear Mr. Thompson:

Re: Miss Hamilton Pageant

Thank you for your reply to our letter of August 9th.

Your letter was received at our meeting of September 12th. The Sub-Committee was interested in the information provided, but are still not clear on the reasons that the Finance Committee would support this competition.

It is our opinion that this type of contest serves to perpetuate the stereotyping of women as sex objects.

This image of women is one that our Sub-Committee is endeavouring to diminish. We wish to register our concern that the City Council would be at cross purposes with our goals.

As it is too late this year to meet for discussion in this regard, I would ask that our point of view be considered before a decision is made for the 1989 Pageant.

Yours truly

Anne Stewart jc

Anne Stewart
Chairperson
Hamilton Status of Women
Sub-Committee

AS/jc

cc: Mayor R.M. Morrow
Alderman P. Valeriano, Chairman, Finance Committee
Alderman D. Christopherson, Vice-Chairperson,
Hamilton Status of Women Sub-Committee

City of Hamilton
Treasury

## GRANT OVERVIEW

| | | | |
|---|---|---|---|
| 1989 BUDGET | | | $947,000 |
| LESS: | | | |
| COMMITTED GRANTS: | | | |
| PUBLIC HOUSING | $78,680 | | |
| McMASTER/MOHAWK UTILITIES | $11,000 | | |
| CHRISTMAS LIGHTING PROGRAM | $11,000 | | |
| EAST END KIWANIS - OPERATIONS | $183,880 | | |
| - TAXES | $42,000 | | |
| OPERA HAMILTON | $164,100 | | $490,660 |
| | | | $456,340 |
| CONVENTION/RECEPTION ALLOCATION | | | $50,000 |
| UNALLOCATED GRANT FUNDS | | | $406,340 |

| EXISTING GRANTS | REQUEST | RECOMMENDED GRANT | TABLED | ALLOCATED GRANT | |
|---|---|---|---|---|---|
| TRADITIONAL GRANTS | $209,690 | $85,420 | $17,900 | $103,320 | |
| FIXED GRANTS | $319,250 | $135,960 | $51,000 | $186,960 | |
| SUBTOTAL | $528,940 | $221,380 | $68,900 | $290,280 | $290,280 |
| | | | | | $116,060 |
| PROVISION FOR APPEALS | | | | | $15,000 |
| | | | | | $101,060 |
| NEW GRANT REQUESTS | | | | | $202,224 (1) |
| TOTAL SHORTFALL | | | | | ($101,164) |

(1) Includes $55,500 in requests from applicants who had received One-Time Only Grants in 1988.

6.

# FOR ACTION

REPORT TO: Chairman and Members
Finance Committee

FROM: Mr. John Thompson, Secretary
Finance Committee

DATE: 1989 March 17
COMM FILE:
DEPT FILE:

SUBJECT:

Approved Settlement of Claims.

RECOMMENDATION:

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)

See amounts detailed in attached Summary Report.

BACKGROUND:

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

FINANCE COMMITTEE

SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| Akiwenzie | City of Hamilton | Trip and Fall<br>1987 October 27 | $3 507.50 |
| Willson | City of Hamilton | Trip and Fall<br>1987 November 24 | $2 613.55 |
| Muise | City of Hamilton | Accident<br>Fall, Fire Escape<br>1986 August 28 | $2 500.00 |
| Helen Clarke | City of Hamilton | Fall<br>1988 May 10 | $ 95.00 |

CA4 ON HBL A05
C51F3

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 March 31

URBAN MUNICIPAL
APR 3 1989
GOVERNMENT DOCUMENTS

## NOTICE OF MEETING

Finance Committee
Tuesday, 1989 April 04
2:00 o'clock p.m.
Room 233, City Hall

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the last regular meeting held 1989 March 21.

2. 1989 GRANT APPEALS

3. DIRECTOR OF PROPERTY

   Bell Cairn School

4. MANAGER OF PURCHASING

   (a) Mobile Radio Maintenance, Various Civic Departments

   (b) Supply and Delivery of Electric Light Bulbs, Purchasing Stores

   (c) Emergency Repairs to Gas Line, Ivor Wynne Stadium

5. DEPARTMENT OF PUBLIC WORKS - CENTRAL GARAGE

(a) Request for Major Repair Approval over $10 000 - Engine Replacement in Garage Packer No. 9115

(b) Request for Repair Approval over $10 000 - Repairs to Fire Department Pumper No. 8

(c) Request to Replace Vehicle No. 9318 from 1989 Depreciation List with Vehicle No. 9306

6. TREASURER

(a) Holy Spirit Centre - Request for Tax Exempt Status Retroactive to 1988 January 01

(b) Requests for Additional Funds from Standing Committees

(c) 1989 Involvement in Municipal Administration Program

(d) 1989 Application for Roadway Subsidy

(e) 1989 Regional Mill Rate for the City of Hamilton (For Information)

7. NEW BUSINESS

8. ADJOURNMENT

# OUTSTANDING ITEMS

## FINANCE COMMITTEE

| | ITEM | ORIGINAL DATE | ACTION | STATUS |
|---|---|---|---|---|
| 1. | Vehicle Fleet Leasing Proposal | 1988 October | Treasurer | Report Pending |

Tuesday, 1989 March 21
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman]
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman J. Smith
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Alderman F. Lombardo, Vacation

Also Present: Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammell, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. D. Vyce, Director of Property
Mr. T. Bradley, Manager of Purchasing
Mr. J. Hindson, Director of Information Systems
Mr. J. Thompson, Secretary

1. MINUTES

The minutes of the meeting of the Finance Committee held 1989 March 07 were received and adopted as circulated to the members.

2. MANAGER OF PURCHASING

As outlined in various reports of the Manager of Purchasing, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That a purchase order be issued to Johnston Motor Sales, Hamilton, in the amount of $14 488.88 for the replacement of one (1) 5 passenger window van no. 9044, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of nine (9) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55005-25201.

(b) That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington in the amount of $134 892 for the replacement of street sweeper no. 9563, Central Garage in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

(c) That a purchase order be issued to Frank J. Zamboni & Co. Ltd., Brantford, in the amount of $62 197.20 for the replacement of two (2) propane ice resurfacers nos. 1209 and 1211, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Mobile Equipment Account No. RF55006-25201.

(d) That a purchase order be issued to Holland Chev Olds, Burlington, in the amount of $56 097.78, for the replacement of three (3) 3/4 ton pickup trucks nos. 9309, 9310, 9314, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

(e) That a purchase order be issued to Steel City Chrysler, Hamilton, in the amount of $77 060.16 for the replacement of four (4) 1 ton pickup trucks nos. 9017, 9022, 9024, 9026, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of six (6) tenders received. Funds provided in Reserve for Mobile Equipment Account No. RF55003-25201.

3. APPROVAL OF THE 1988 CURRENT BUDGET OVERDRAFTS

As outlined in reports of the Treasurer dated 1989 March 13, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the total 1988 current fund overdrafts for amounts between $1 000 and $5 000, in the amount of $83 872.28, which have originated during November and December, 1988 as summarized on the attached report marked as APPENDIX "A", be approved.

NOTE: As the members of City Council will recall, the Chief Administrative Officer and the City Treasurer were authorized to approve overdrafts which developed as a year end practice over the years, providing that a list of such transactions was compiled for approval by the appropriate Standing Committee and City Council in the new year. You will note on the attached Schedule marked as APPENDIX "A" (Column 7) that the overdraft total for approval, amounts to $83 872.28 after excluding overdrafts which have been financed from interdepartmental estimate transfers.

These overdrafts were all financed by means of expenditure savings within the Departments indicated or within the responsibility of the Standing Committee involved.

(b) That the total 1988 current fund overdrafts for amounts in excess of $5 000 in the amount of $1 686 011.64, which have originated during November and December, 1988 as summarized on the attached report marked as APPENDIX "B", be approved.

NOTE: As the members of City Council will recall, the Chief Administrative Officer and the City Treasurer were authorized to approve overdrafts which developed as a year end practice over the years, providing that a list of such transactions was compiled for approval by the appropriate Standing Committee and City Council in the new year. You will note on the attached Schedule marked as APPENDIX "B" (Column 7) that the overdraft total for approval, amounts to $1 686 011.64 after excluding overdrafts which have been financed from interdepartmental estimate transfers.

4. FINANCING OF SCHOOL CROSSING GUARDS

As outlined in a report of the Treasurer dated 1989 March 15, the Committee agreed to submit the following recommendation to City Council for approval.

That the estimated cost of $10 125 of assigning school traffic officers to the intersections of Trevi Road/Greenshire Drive and Upper Paradise ($4 620) and Mt. Albion and Greenhill ($5 505) as approved by City Council 1989 March 14, be funded from the existing school crossing guard budget, on an overdraft basis if necessary.

These overdrafts were all financed by means of expenditure savings within the Departments indicated or within the responsibility of the Standing Committee involved.

5. 1989 CURRENT BUDGET ESTIMATES AND RANKED PACKAGES

The Committee had before it a report of the Treasurer dated 1989 March 15 advising that at the City Council meeting on 1989 March 10, Council referred the ranked packages to the Standing Committee for its further consideration. Attached to Mr. Matthews' report was a summarization of the reviewed expenditure estimates for the Finance Committee. The $118 500 Committee adjustment has lowered the expenditure increase to 7.6% of the departmental 1988 estimate.

Although no direction was provided by Council relative to a targeted mill rate increase, it was clear that the current 10.3% mill rate increase is not acceptable. There was an indication that a 9.5% level might be realistic. With this in mind, Mr. Matthews is recommending a 9.4% mill rate increase which would be achieved by not funding those packages ranked between 91 to 151 of the global ranked packages which were presented to Council at the 1989 March 10 meeting. The 9.4% funding line will result in a further $11 410 reduction to the expenditure. If accepted, the Committee expenditure increase would be 7.5%.

The Committee approved that the following packages be eliminated.

| | | | |
|---|---|---|---|
| Package 118<br>Real Estate Division | - | Various Subscriptions and Teela Market Data | -$ 1 900 |
| Package 145<br>Architectural Division | - | Metal Storage Cabinets - drawings of existing buildings | -$ 8 000 |
| Package 147<br>Finance Division<br>Treasury Department | - | Microfilm Cabinet (Accounts Payable) | -$ 1 510 |
| TOTAL | | | -$11 410 |

It was moved by Alderman Copps, seconded by Alderman Cooke that Package 39, Finance Division, Treasury Department, 1 Budget Analyst, Revenues and Expenditures, be eliminated. The motion defeated on a vote of 3 to 4.

It was subsequently moved by Alderman Cook, seconded by Alderman Copps that Package 25, Architectural Division, Senior Project Manager, Clerk Typist II, be eliminated. The motion defeated on a vote of 3 to 4.

6. 1989 GENERAL GRANTS

As outlined in a report of the Grants Co-ordinator dated 1989 March 16, the Committee approved the following recommendations of the Grants Review Group as amended.

(a) That the recommended grant amounts and grant categories as outlined on APPENDIX "A" for the existing grants (those applicants who had received a "Traditional" or "Fixed" grant in 1988) be approved and those tabled applications be forwarded to the Finance Committee as soon as possible.

It was moved by Alderman Copps, seconded by Alderman Cooke that the grant application for the Miss Hamilton Pageant be denied. Motion lost on a vote of 3 to 4.

The report indicated that the application of the Miss Hamilton Pageant was tabled pending further information and a requested meeting with the Status of Women Sub-Committee. Mr. Beattie reported that the organizational structure for the Miss Hamilton Pageant has been clarified and does not conflict with policy. The Committee agreed that it will not be necessary to meet with the Status of Women Sub-Committee in respect of this application.

Following consideration, it was duly moved, seconded and carried that a grant in the amount of $8 000 be made to the Miss Hamilton Pageant.

Alderman Copps was recorded as opposed to the grant for the Miss Hamilton Pageant.

The Committee also made the following adjustments to APPENDIX "A" of the report of the Grants Review Group.

(i) Hamilton Hurricanes Football Club, grant amount $2 060

(ii) Transway Basketball Club, comments column changed to indicate that the application conflicts with policy.

(iii) Theatre Terra Nova, grant reduced from $4 500 to $3 660.

(iv) Kiwanis Club Westdale, comments column, application tabled.

(v) Catholic Family Services - Handicapped Program, recommendation of Grant Review Group increased from $500 to $1 000.

(vi) Ontario Blind Golfers Association - Hamilton Branch, recommendation of Grant Review Group increased from $1 750 to $2 000.

APPENDIX "B", Opera Hamilton, it was duly moved, seconded and carried that the amount of the grant to Opera Hamilton remain at the same level as 1988 namely $157 000.

The Committee proceeded to review the report of the Grants Co-ordinator and approved the following recommendations.

(b) That the Grants Co-ordinator be directed to advise the appropriate applicants of these recommendations to determine if the applicant will be requesting an appeal of these recommendations to the Finance Committee.

(c) That any appeals be scheduled to appear at the earliest possible meeting of the Finance Committee.

(d) That, upon completion of appeals, the Grants Review Group finalize their recommendations relative to the new 1989 General Grants requests as outlined on APPENDIX "B".

7. APPROVED SETTLEMENT OF CLAIMS

As outlined in a report of the Secretary dated 1989 March 17, the Committee approved a Summary Report containing a listing and amounts of approved Settlement of Claims and directed that a copy be forward to City Council for information in accordance with approved policy.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 March 21

Typed by M. J. Walton

# FOR INFORMATION

2.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. K. Beattie
Grants Co-Ordinator

*DATE:* 1989 March 31
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 GRANT APPEALS**

*BACKGROUND:*

At the Finance Committee meeting of March 21, 1989 the Committee approved the General grant recommendations relative to the existing grants. The applicants were notified of the recommendations to determine if an appeal would be made of this recommendation.

Outlined below is a summary of the first group of applicants who have requested an appeal:

| Time | Applicant | Grant Request | Recommended Grant Amount | Category |
|---|---|---|---|---|
| 2:00 p.m. | Opera Hamilton | $174,270 | $157,000 | C |
| 2:15 p.m. | Hamilton-Wentworth Creative Arts Inc. | 114,150 | 45,000 | 2 |
| 2:30 p.m. | Ensemble Sir Ernest MacMillan | 7,000 | 5,470 | 1 |
| 2:45 p.m. | Hamilton Olympic Club | 1,500 | Nil | N/A |
| 3:00 p.m. | Hamilton Artists Inc. | 4,000 | 2,000 | 2 |

Attached are the grant applications and/or supporting material for each applicant.

Consistent with the appeal procedure established for 1988, the applicants will make a fifteen minute presentation, after which the Committee will ask questions, make comments and take the appeal under advisement. A decision on the appeal should be made prior to the conclusion of the meeting.

The present balance of the unallocated Grant Funds is $121,190 which would be used to fund all appeals at this and future meetings as well as funding the new requests of $204,224. As agreed at the last Finance Committee meeting the existing grants are to be finalized prior to proceeding with the new Grant requests.

OPERA
HAMILTON
Daniel Lipton, *Artistic Director*

2:00 PM

| | | |
|---|---|---|
| I.R.H. | ✓ | |
| T.W.D. | | |
| N.R.A | | |
| J.G.H. | | |
| T.B. | | |
| D.D. | | |

November 23, 1988

Mr. Kevin Beattie
Grants Co-ordinator
City Hall
71 Main Street West
Hamilton, ON
L8N 3T4

Dear Mr. Beattie:

Please find enclosed a copy of Opera Hamilton's annual request for operating funds.

Further to our conversation regarding what is required for an application, Opera Hamilton has created its own grant application to assist you.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Christorpher M. Chihrin
General Manager

CMC/mr
Encl.

P.O. Box 2080, Station "A", Hamilton, Ontario L8N 3Y7 • (416) 527-7627

The City of Hamilton

O P E R A

Request for Assistance

Season: 1989-90

Fiscal Year ending: June 30, 1990

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Name of Company: Opera Hamilton

Address: P.O. Box 2080, Station "A"
Hamilton, Ontario
L8N 3Y7

Telephone: (416) 527-7627

Attention of: Chris Chihrin

Purpose and Details of Request: Operating grant

Total Amount Requested : $174,270

Number of Productions covered by this request: four

Number of performances covered by this request: eight

Grant received from City of Hamilton for current season: $157,000

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Documents to be attached:

| | |
|---|---|
| Page 1 | Corporate Information |
| Page 2 | Artistic Director's Comments and Development Plans |
| Page 3 | General Data on Coming Season |
| Page 4 | Talent Information on Current Season |
| Page 5 A,B,... | Talent Information on Coming Season |
| Page 6 A,B,... | Budget Information Per Production (Expenses) |
| Page 7 | Budget for All Productions |
| Page 8 A,B | Global Budget |
| also | Latest Audited Financial Statements at June 30, 1987 |
| | Latest Internal Financial Statements at October 30, 1988 |
| | Five Year Plan |

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| Title | Name | Signature of Applicants |
|---|---|---|
| President | :Martin Luxton | |
| Artistic Director | :Daniel Lipton | |
| General Manager | :Chris Chihrin | |

Date : Nov 28, 1988

Corporate Information
Season 1989-90

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Charter Received: Date: October 31, 1980 Place: Hamilton, Ontario

Charitable Licence Number: 0592147-22-14

Date of Annual Meeting: November 24, 1988 Number of Directors on Board: 30

| Officers | Name | Address | Telephone |
|---|---|---|---|
| President | Martin Luxton | 5 Ravenscliffe Ave. Hamilton | 528-3729 |
| Past-President | Michael Romeo | 7 Auchmar Rd. Hamilton | 383-3551 |
| V.P. & Treasurer | Paul Jaggard | 3 Inglewood Dr. Hamilton | 526-6846 |
| Secretary | Ron Pigott | 1183 Carey Rd. Burlington | 845-6791 |
| Other | - | | |
| | - | | |
| | - | | |

| Management | Name |
|---|---|
| Artistic Director | Daniel Lipton |
| General Manager | Christopher M. Chihrin |
| Director of Development | Maggie Carr |
| Sales & Marketing Manager | Michelle Rowe |
| Publicity Director | TBA |
| Other - Chorus Master | Peter Oleskevich |
| - Production Manager | Cameron More |

| Other Permanent Staff | Number |
|---|---|
| Secretary | One |

| Facilities | Owned | Rented |
|---|---|---|
| Offices | ____ | $759/month |
| Main Hall | ____ | $2,250.00/day |
| Second Hall | ____ | _____ |
| Rehearsal Space | ____ | _____ |
| Workshops | ____ | _____ |
| Storage | ____ | _____ |
| Other | ____ | _____ |

Main Hall Name: The Great Hall Address: P.O. Box 2080, Station "A"
Hamilton, Ontario L8N 3Y7

Second Hall Name: _____ Address: _____

A) Evaluation of current season: Have you encountered, or do you foresee problems related to artistic matters? What measures were or will be taken to overcome these problems? If the situation cannot be corrected, please explain why.
B) Evaluation of the coming season: What motivated your choice of operas, soloists, etc.?
C) What measures will be taken if revenues are lower than expected, and what effect will these have artistically?
D) What activities other than the major operas are planned for the coming season? How will they influence the artistic development and the morale of the company?

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A) I feel quite pleased with this season, which has a judicious blend of standard and venturesome repertoire, solidly cast, and as well produced as our budget will allow. The healthy increase in our subscriptions suggests that we have met the expectations of our audience as to programming. IL TROVATORE is our first opera to showcase the major opera stars, but one does not undertake to produce it without such an assembly. Its vocal demands are too great, and thus potentially dangerous to the voices of young singers. In POPERA III we are in the process of repatriating Canadian singers who have made their careers abroad and will give our audience the opportunity to hear Canadian singers normally inaccessible to them. DON PASQUALE is our lesser-known work, with less box-office appeal, but will be driven to a measure of success by the popularity of its partner, IL TROVATORE.

In IL TROVATORE, we were unable to achieve the same visual standard that we had achieved in previous productions, for example LA BOHEME and ANDREA CHENIER. Our experience with IL TROVATORE reflects the two constraints that we work under: the unusual dimensions of the Hamilton Place stage, and the limited funds for set construction.

B) The 1989-90 Season was to have consisted of IL BARBIERE DI SIVIGLIA, LAKME, POPERA IV and LE NOZZE DI FIGARO. The Canadian Opera Company, who were slated to do UN BALLO IN MASCHERA followed by DER ROSENKAVALIER in the fall changed their season to include IL BARBIERE DI SIVIGLIA in the same time slot as ours. This in turn precipitated a change in our season. We moved our BARBER to the November slot to avoid having the two operas on at the same time. There was an added complication for us. LAKME, our November opera, could not be moved back into the September period because we are committed to produce an Italian opera in conjunction with the Italian Festival "Festitalia" each year. We could not eliminate the BARBER, because of the conceptual tie between the two operas based on the plays of Beaumarchais, as well as the French revolutionary connection. To emphasize this, whenever possible, certain equivalent roles will be sung by the same artists.

On the other hand, we did not want to produce the operas one after the other because of the differences. Although both are sung in Italian, they are not both "Italian" operas per se. The Marriage of Figaro, written before the revolution is suffused with the pre-revolutionary Enlightenment values of Mozart. It is comedy with a serious message, although its central theme revolves around infidelity. The Barber of Seville is the post-revolutionary cynicism of Rossini at its most amusing. Human frailty is highlighted, and the opera's central theme is that love triumphs over all - despite any precautions taken to prevent it. Therefore, while we wanted to compare the two operas, we also wanted to contrast, and we judged a time lapse preferential. The soloists had to be chosen carefully, especially for the roles in which double casting was possible. In part, the casting is dictated by availability, ability to sing and interpret the roles in two operas, theatrical ability and suitability in ensembles.

We are committed to producing an Italian opera in September, and we are also looking to unusual repertoire. With this in mind, we have chosen I DUE FOSCARI by Giuseppi Verdi, which has never been done by a professional company in Canada before. POPERA will go on to the mutual benefit of Opera Hamilton, Canadian singers and new opera audiences. It raises money, introduces Canadian talent, and gives newcomers in opera a chance to hear the "highlights" before they sample a full opera.

C) Artistic quality is always at risk if there are financial cutbacks. One cannot build or rent better sets, nor can one hire the singers (Canadian or otherwise) whose fees usually reflect their degree of accomplishment. We will always try to take a chance on young "inexperienced" talent, but it is always that - a chance. We have always pursued a policy of aggressive fundraising in the private and corporate sectors, and this year we plan to move more into the foundations.

D) This year, we have planned the production of a children's opera as a part of our Chorus Development Programme. Currently we are searching for an opera attractive to children and suitable for young voices. Our Chorus Development Plan was not given the government funds we requested, so we are searching for an alternative source of funding. We feel that development of our chorus is crucial to our artistic development and to Chorus/Company morale. This will also give our young Canadian Chorus Master/Assistant Conductor, Peter Oleskevich, a chance to supervise and direct the production of an opera.

Talent to be employed during the coming season

| | Total Number | Range of Fees Minimum | Maximum | |
|---|---|---|---|---|
| Soloists | 35 | $200 | $18,000 | per production |
| Choristers | 240 | $200 | $200 | per production |
| Musicians | 216 | | | per season |
| Dancers | ____ | ____ | ____ | |

| Ticket Prices | Low | High | Average |
|---|---|---|---|
| Single | $10 | $50 | $26.73 |
| Season | $33 | $194 | $126.48 |

Programme

| Opera | New Prod | # of Perf. | Dates of Perfomances | Hall Capacity | Estimated Attendance Number | % |
|---|---|---|---|---|---|---|
| Main Hall | | | | | | |
| 1- I DUE FOSCARI | No | 2 | Sept.21, 23 | 4,100 | 3,360 | 80% |
| 2- BARBER OF SEVILLE | No | 2 | Nov.30, Dec.2 | 4,100 | 3,360 | 80% |
| 3- POPERA IV | No | 2 | Feb.1, 3 | 3,934 | 3,147 | 80% |
| 4- MARRIAGE OF FIGARO | No | 2 | Apr.5, 7 | 4,100 | 3,360 | 80% |
| Second Hall | | | | | | |
| 1- | | | | | | |
| 2- | | | | | | |
| 3- | | | | | | |
| 4- | | | | | | |

Tours, Etc.

Talent Information on Current Season 1988-89

| Opera | Conductor | Stage Director | Soloists |
|---|---|---|---|
| IL TROVATORE | Daniel Lipton | Giampaolo Zennaro | Carol Neblett<br>Ermanno Mauro<br>Louis Quilico<br>Mirna Pecile<br>Merla Aikman<br>Joel Katz<br>Albert Greer<br>Peter Julian |
| POPERA III | Daniel Lipton | n/a | Jeanette Zarou<br>Donna Trifunovich<br>Lillian Sukis<br>James McLean<br>Jack Gitto<br>Patrick Timney<br>Mariana Paulova<br>John Fanning |
| DON PASQUALE | Daniel Lipton | Michael Albano | Nancy Hermiston<br>Alfredo Mariotti<br>James McLean<br>David Malas<br>Peter Barnes |

Talent Information on Coming Season: 1989-90

| 1-Title | 1-Conductor | 1-Stage Dir. | All Soloists |
|---|---|---|---|
| 2-Composer | 2-Chorus Master | 2-Choreographer | |
| | 3-Coach | 3-Set Designer | |
| | 4-Reh. Acc'st | 4-Costume Des | |
| | | 5-Lighting Des | |

| | | | | | |
|---|---|---|---|---|---|
| I DUE FOSCARI | Daniel Lipton | x | TBD | Louis Quilico | x |
| Giuseppe Verdi | Peter Oleskevich | x | n/a | Richard Margison | x |
| | TBD | | TBD | Eva Zseller | x |
| | Avis Romm | x | TBD | Don Garrard | x |
| | | | Cameron More | x Gary Rideout | x |
| | | | | Olwyn Chipman | x |
| | | | | Barry Stillwell | x |
| | | | | Peter Julian | x |

| | | | | | |
|---|---|---|---|---|---|
| BARBER OF SEVILLE. | Daniel Lipton | x | TBD | Ernesto Palacio | |
| Gioacchino Rossini | Peter Oleskevich | x | n/a | John Fanning | x |
| | TBD | | TBD | Alfredo Mariotti | |
| | Avis Romm | | TBD | Olwyn Chipman | x |
| | | | Cameron More | x Paolo Montarsolo | |
| | | | | Alberto Rinaldi | |
| | | | | Gabrielle Lavigne | x |

| | | | | | |
|---|---|---|---|---|---|
| POPERA IV | Daniel Lipton | x | n/a | n/a | |
| Various | Peter Oleskevich | x | n/a | n/a | |
| | TBD | | n/a | n/a | |
| | Peter Oleskevich | x | n/a | n/a | |

| | | | | | |
|---|---|---|---|---|---|
| MARRIAGE OF FIGARO | Daniel Lipton | x | n/a | Thomas Hampson | |
| W.A. Mozart | Peter Oleskevich | x | n/a | Olwyn Chipman | x |
| | TBD | | n/a | Kimberley Barber | x |
| | Avis Romm | x | Cameron More | x Alberto Rinaldi | |
| | | | | Alfredo Mariotti | |
| | | | | Bernard Fitch | |
| | | | | Marie McLoughlan | |
| | | | | Gabrielle Lavigne | x |
| | | | | Gerald Finley | |
| | | | | Lynne Fortin | x |
| | | | | Barry Stillwell | x |

Budget Information per Production (Expenses) Season 1989-90

Opera: I DUE FOSCARI

| | | |
|---|---|---|
| **Performing Artists** | | |
| Soloists | (Number: 8) | 21,000 |
| Choristers | (Number: 40) | 8,000 |
| Dancers | (Number: 0) | 0 |
| Other Performers | (Number: 0) | 0 |
| Conductor | | 19,000 |
| Musicians | (Number: 50) | 45,000 |
| Chorus Master | | 5,000 |
| Coach | | 0 |
| Rehearsal Pianist | | 3,300 |
| Travel Expenses | | 8,415 |
| Other - | | 0 |
| SUB-TOTAL | | 109,715 |
| **Creative Artists** | | |
| Stage Director | | 3,500 |
| Choreographer | | 0 |
| Set Designer | | 0 |
| Costume Designer | | |
| Lighting Designer | | 1,667 |
| Travel Expenses | | 3,205 |
| Other - Equity Benefits | | 3,000 |
| SUB-TOTAL | | 11,372 |
| **Technical Personnel** | | |
| Production Director | | 6,250 |
| Technical Director | | |
| Stage Manager | | 4,200 |
| Wardrobe, Wigs and Makeup Crew (Number: ) | | 7,000 |
| Stage Crew & Assistant Stage Manager (Number: ) | | 55,120 |
| Travel Expenses | | |
| Other - Production Assistant | | 1,200 |
| SUB-TOTAL | | 73,770 |
| **Sets and Costumes** | | |
| Sets: Original | | |
| Sets: Rented (From: La Fenice) | | 12,000 |
| Costumes: Original | | |
| Costumes: Rented (From: La Fenice) | | 12,000 |
| Transport and Storage | | 18,500 |
| Other - Props | | 8,000 |
| SUB-TOTAL | | 50,500 |
| **Hall** | | |
| Rent | | 22,125 |
| Rehearsal Studio | | 1,500 |
| Other - Music and Supplies | | 2,500 |
| SUB-TOTAL | | 26,125 |
| **Miscellaneous** | | |
| Royalties | | 0 |
| Other | | 7,000 |
| - | | 0 |
| SUB-TOTAL | | 7,000 |
| TOTAL: | | 278,482 |

Opera: IL BARBIERE DI SIVIGLIA

| | | |
|---|---|---|
| **Performing Artists** | | |
| Soloists | (Number: 9) | 34,300 |
| Choristers | (Number: 30) | 6,000 |
| Dancers | (Number: 0) | 0 |
| Other Performers | (Number: 0) | 0 |
| Conductor | | 19,000 |
| Musicians | (Number: 40) | 38,000 |
| Chorus Master | | 5,000 |
| Coach | | 0 |
| Rehearsal Pianist | | 3,300 |
| Travel Expenses | | 8,615 |
| Other - | | 0 |
| SUB-TOTAL | | 114,215 |
| **Creative Artists** | | |
| Stage Director | | 3,500 |
| Choreographer | | 0 |
| Set Designer | | 0 |
| Costume Designer | | 0 |
| Lighting Designer | | 1,667 |
| Travel Expenses | | 3,205 |
| Other - Equity Benefits | | 3,600 |
| SUB-TOTAL | | 11,972 |
| **Technical Personnel** | | |
| Production Director | | 6,250 |
| Technical Director | | |
| Stage Manager | | 4,200 |
| Wardrobe, Wigs and Makeup Crew (Number: ) | | 7,500 |
| Stage Crew & Assistant Stage Manager (Number: ) | | 55,120 |
| Travel Expenses | | |
| Other - Production Assistant | | 1,200 |
| SUB-TOTAL | | 74,270 |
| **Sets and Costumes** | | |
| Sets: Original (Opera Hamilton inventory; refurbishing | | 10,000 |
| Sets: Rented (From: ) | | |
| Costumes: Original | | |
| Costumes: Rented (From: Malabars) | | 12,000 |
| Transport and Storage | | 3,000 |
| Other - Props | | 8,000 |
| SUB-TOTAL | | 33,000 |
| **Hall** | | |
| Rent | | 22,125 |
| Rehearsal Studio | | 1,500 |
| Other - Music and Supplies | | 1,700 |
| SUB-TOTAL | | 25,325 |
| **Miscellaneous** | | |
| Royalties | | |
| Other | | 4,000 |
| - | | |
| SUB-TOTAL | | 4,000 |
| TOTAL: | | 262,782 |

Budget Information per Production (Expenses) | Season 1989-90

Opera: POPERA IV

| | | |
|---|---|---|
| **Performing Artists** | | |
| Soloists | (Number: 8) | 13,000 |
| Choristers | (Number: 50) | 1,000 |
| Dancers | (Number: 0) | 0 |
| Other Performers | (Number: 0) | 0 |
| Conductor | | 15,000 |
| Musicians | (Number: 50) | 32,000 |
| Chorus Master | | 5,000 |
| Coach | | 0 |
| Rehearsal Pianist | | 1,500 |
| Travel Expenses | | 6,600 |
| Other - | | 0 |
| SUB-TOTAL | | 74,100 |
| **Creative Artists** | | |
| Stage Director | | 0 |
| Choreographer | | 0 |
| Set Designer | | 0 |
| Costume Designer | | 0 |
| Lighting Designer | | 0 |
| Travel Expenses | | 0 |
| Other - Equity Benefits | | 0 |
| SUB-TOTAL | | 0 |
| **Technical Personnel** | | |
| Production Director | | 6,250 |
| Technical Director | | 0 |
| Stage Manager | | 0 |
| Wardrobe, Wigs and Makeup Crew (Number: ) | | 0 |
| Stage Crew & Assistant Stage Manager (Number: ) | | 2,000 |
| Travel Expenses | | 0 |
| Other - Production Assistant | | 0 |
| SUB-TOTAL | | 8,250 |
| **Sets and Costumes** | | |
| Sets: Original | | |
| Sets: Rented (From: ) | | 0 |
| Costumes: Original | | |
| Costumes: Rented (From: ) | | 0 |
| Transport and Storage | | 100 |
| Other - Props | | 0 |
| SUB-TOTAL | | 100 |
| **Hall** | | |
| Rent | | 5,625 |
| Rehearsal Studio | | 300 |
| Other - Music and Supplies | | 100 |
| SUB-TOTAL | | 6,025 |
| **Miscellaneous** | | |
| Royalties | | 0 |
| Other - Music | | 3,100 |
| SUB-TOTAL | | 3,100 |
| TOTAL: | | 91,575 |

Budget Information per Production (Expenses) | Season 1989-90

Opera: MARRIAGE OF FIGARO

| | | |
|---|---|---|
| **Performing Artists** | | |
| Soloists | (Number: 12) | 47,025 |
| Choristers | (Number: 40) | 8,000 |
| Dancers | (Number: 0) | 0 |
| Other Performers | (Number: 0) | 0 |
| Conductor | | 19,000 |
| Musicians | (Number: 50) | 37,000 |
| Chorus Master | | 5,000 |
| Coach | | 0 |
| Rehearsal Pianist | | 3,300 |
| Travel Expenses | | 12,224 |
| Other - | | 0 |
| SUB-TOTAL | | 131,549 |
| **Creative Artists** | | |
| Stage Director | | 3,500 |
| Choreographer | | 0 |
| Set Designer | | 0 |
| Costume Designer | | 0 |
| Lighting Designer | | 1,667 |
| Travel Expenses | | 3,205 |
| Other - Equity Benefits | | 4,500 |
| SUB-TOTAL | | 12,872 |
| **Technical Personnel** | | |
| Production Director | | 6,250 |
| Technical Director | | 0 |
| Stage Manager | | 4,200 |
| Wardrobe, Wigs and Makeup Crew (Number: ) | | 7,500 |
| Stage Crew & Assistant Stage Manager (Number: ) | | 55,120 |
| Travel Expenses | | |
| Other - Production Assistant | | 1,200 |
| SUB-TOTAL | | 74,270 |
| **Sets and Costumes** | | |
| Sets: Original | | |
| Sets: Rented (From: TBD) | | 18,000 |
| Costumes: Original | | |
| Costumes: Rented (From: Malabars) | | 14,000 |
| Transport and Storage | | 26,000 |
| Other - Props | | 8,000 |
| SUB-TOTAL | | 66,000 |
| **Hall** | | |
| Rent | | 22,125 |
| Rehearsal Studio | | 1,500 |
| Other - Music and Supplies | | 1,700 |
| SUB-TOTAL | | 25,325 |
| **Miscellaneous** | | |
| Royalties | | 0 |
| Other - Music | | 6,500 |
| SUB-TOTAL | | 6,500 |
| TOTAL: | | 316,516 |

| Name of Production | I DUE FOSCARI | BARBER OF SEVILLE | POPERA IV | MARRIAGE OF FIGARO | TOTAL |
|---|---|---|---|---|---|
| EXPENSES | | | | | |
| Performing Artists | 109,715 | 114,215 | 74,100 | 131,549 | *429,579 |
| Creative Artists | 11,372 | 11,972 | 0 | 12,872 | *36,216 |
| Technical Personnel | 73,770 | 74,270 | 8,250 | 74,270 | *230,560 |
| Sets & Costumes | 50,500 | 33,000 | 100 | 66,000 | *149,600 |
| Hall | 26,125 | 25,325 | 6,025 | 25,325 | *82,800 |
| Misc. | 7,000 | 4,000 | 3,100 | 6,500 | *20,600 |
| SUB-TOTAL | 278,482 | 262,782 | 91,575 | 316,516 | *949,355 |
| REVENUES | | | | | |
| Subscriptions | 69,851 | 69,851 | 69,851 | 69,851 | **279,404 |
| Single Tickets | 28,361 | 28,361 | 22,640 | 28,361 | **107,723 |
| Guarantees | | | | | **0 |
| Broadcasting | 33,000 | | | 33,000 | **66,000 |
| Prog. Ads & Sales | 5,375 | 5,375 | 5,375 | 5,375 | **21,500 |
| Other - | | | | | **0 |
| SUB-TOTAL | 136,587 | 103,587 | 97,866 | 136,587 | **474,627 |
| DEFICIT | 141,895 | 159,195 | (6,291) | 179,929 | 474,728 |
| No. of Performances | 2 | 2 | 2 | 2 | 8 |
| Weeks of Rehearsals | 3 | 3 | 1 | 3 | 10 |

* to page 8A

** to page 8B

| Last Two Seasons | | Current Season | Coming Season | |
|---|---|---|---|---|
| Actual 1986-87 | Actual 1987-88 | Projected 1988-89 | Budget 1989-90 | |
| | | | EXPENSES | |
| | | | Production | |
| 285,517 | 265,300 | 317,410.10 | Performing Artists | 429,579 |
| 21,494 | 15,604 | 14,419.45 | Creative Artists | 36,216 |
| 126,089 | 150,023 | 125,853.56 | Technical Personnel | 230,560 |
| 104,576 | 83,595 | 93,226.67 | Sets & Costumes | 149,600 |
| 41,333 | 43,273 | 49,400.30 | Hall | 82,800 |
| 5,463 | 7,006 | 9,674.38 | Miscellaneous | 20,600 |
| 584,472 | 564,801 | 609,984.46 | SUB-TOTAL | 949,355 |
| | | | Publicity & Promotion | |
| 33,594 | 21,619 | 23,208.00 | Director | 25,000 |
| | | 3,756.00 | Other Staff (Number: 1.25) | 20,000 |
| | | 1,000.00 | Travel | 500 |
| 8,977 | 2,738 | | Hospitality | 500 |
| 19,781 | 20,221 | 51,778.00 | Support Material | 62,600 |
| | | 8,500.00 | Postage | 10,000 |
| | | 55,000.00 | Media | 77,000 |
| 281 | 385 | 2,000.00 | Office Expenses | 11,700 |
| | | 2,000.00 | Other | 5,000 |
| | | 147,242.00 | SUB-TOTAL | 212,300 |
| | | | Fundraising | |
| 16,840 | 25,122 | 29,500.00 | Director | 34,800 |
| | | 10,000.00 | Other Staff (Number: 1.25) | 32,000 |
| | | 1,000.00 | Travel | 1,000 |
| 7,671 | 11,779 | 3,150.00 | Hospitality | 8,150 |
| 4,285 | 4,740 | 6,500.00 | Support Material | 15,050 |
| | | 2,000.00 | Postage & Courier | 2,800 |
| | | | Media | --- |
| 281 | 385 | 2,600.00 | Office Expenses | 18,132 |
| | | 5,500.00 | Other - | 1,000 |
| 29,077 | 42,026 | 60,250.00 | SUB-TOTAL | 112,932 |
| | | | Administration | |
| 72,101 | 81,999 | 82,588.00 | Artistic Director | 6,000 |
| | | | General Manager/Administrator | 51,996 |
| | | | Comptroller/ Accountant | 5,000 |
| | | | Sales Director | |
| | | | Assistants (Number: .25) | 4,000 |
| | | | Other Staff (Number: 1) | 14,000 |
| 10,652 | 6,065 | 12,500.00 | Travel | 15,970 |
| 15,886 | 13,094 | 17,060.00 | Communications | 17,000 |
| 17,675 | 17,655 | 3,420.00 | Postage & Courier | 3,420 |
| 6,052 | 7,820 | 9,299.00 | Office Rent | 15,840 |
| 11,547 | 9,856 | 20,490.00 | Office Expenses | 40,370 |
| | | | Storage | |
| 10,023 | 5,844 | 1,500.00 | Bank Charges & Interests | 300 |
| 1,025 | 2,526 | 2,500.00 | Insurance | 4,000 |
| 3,245 | 5,378 | 4,000.00 | Professional Fees | 2,000 |
| 13,375 | 13,298 | 3,220.00 | Other - Equipment & Furniture | |
| 8,805 | 9,942 | | - Ticket and Hall Costs | |
| 7,111 | 5,770 | 1,900.00 | - Other | 10,700 |
| 177,495 | 179,747 | 158,477.00 | SUB-TOTAL | 190,596 |
| 968,454 | 930,728 | 975,953.46 | TOTAL EXPENSES (to page 8B) | 1,465,183 |

Global Budget | Season: 1989-90

| Last Two Seasons | | Current Season | | Coming Season |
|---|---|---|---|---|
| Actual 1986-87 | Actual 1987-88 | Projected 1988-89 | | Budget 1989-90 |
| 968,454 | 930,728 | 975,983.46 | EXPENSES (total from 8A) | 1,465,183 |
| | | | REVENUES | |
| | | | Productions | |
| 84,205 | 123,260 | 134,444 | Subscriptions | 279,404 |
| 123,642 | 150,396 | 138,058 | Single Tickets | 107,723 |
| - | - | | Guarantees | 0 |
| 42,087 | 62,072 | 66,000 | Broadcasting | 66,000 |
| 11,100 | 17,500 | 15,000 | Programme Ads & Sales | 21,500 |
| 5,585 | 0 | | Other - | |
| 266,619 | 353,228 | 353,502 | SUB-TOTAL | 474,627 |
| | | | Fundraising | |
| 60,500 | 100,000 | 100,000 | Sponsors | 170,000 |
| 49,270 | 60,391 | 85,000 | Special Projects | 100,000 |
| 2,950 | 18,700 | 10,000 | Foundations & Trusts | 18,000 |
| 90,856 | 34,550 | 60,000 | Corporations | 60,000 |
| 112,782 | 97,486 | 105,000 | Individuals | 115,000 |
| 235 | 4,397 | 6,075 | Interest on Investments & Funds | 6,000 |
| 71,451 | 50,426 | 0 | Other - Donations in kind | 0 |
| 20,000 | 10,000 | 12,000 | - Guild | 5,000 |
| 408,044 | 375,950 | 378,075 | SUB-TOTAL | 474,000 |
| | (75,000)* | (48,000)* | | |
| | 305,950 | 330,075 | | |
| | | | Governments | |
| 87,500 | 152,000 | 157,000 | Municipal | 174,270 |
| 5,000 | - | | - | |
| 90,000 | 100,000 | 115,000 | Provincial | 208,000 |
| 50,000 | 2,402 | | - | |
| - | - | | Federal | 135,000 |
| - | - | | - | |
| - | - | | Canada Council - Operations | |
| - | - | | - Communications | |
| 45,727 | 40,000 | 50,000 | - Project | |
| | | | Other | |
| 278,227 | 294,402 | 322,000 | SUB-TOTAL | 517,270 |
| 952,890 | 948,580 | 1,005,577.00 | TOTAL REVENUES | 1,465,897 |
| (15,564) | 17,852 | 29,623.60 | SURPLUS / (DEFICIT) | 714 |
| (117,711) | (82,695) | (34,695) | Accumulated Surplus/(Deficit) | 5,785.40 |
| 17,164 | 48,000 | 0 | Deficit Reduction Grant from | 0 |
| (100,547) | (34,695) | 5,071.40 | Accumulated Surplus/(Deficit) | 5,785.40 |

Date_____ General Manager_____

* Appropriation: See financial statements

HAMILTON WENTWORTH
# CREATIVE ARTS

2:15 PM

October 17th, 1988

Mr. D.K. Beattie
Grants Co-ordinator
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Kevin:

Enclosed is our grant application along with the necessary documentation. If you have any questions or need further information, please call me.

In submitting this application, there is one important point which we would like noted. We understand that D.C.I. usually makes application to the City for funding for their annual show at Ivor Wynn Stadium. As of 1989, they are coming under Festival of Friends and this application includes their request. There will not be a separate application for them.

Also, I know that the attached newspaper clippings are cumbersome, but I think it is important that the powers that be see the type of positive press the Festival is getting. If you don't want to make copies for them, perhaps they should be made available in their original state for the committee.

Sincerely
Hamilton Wentworth
CREATIVE ARTS INC.

Lynne

Lynne Powell
Administrator

encl.

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

HAMILTON WENTWORTH CREATIVE ARTS INC.
401 Main Street West, Hamilton, Ontario, L8P 1K5
(416) 525-6644

LIAISON PERSON Lynne Powell PHONE NO. 525-6644

**B. AMOUNT OF GRANT REQUEST:** $ 114,150.00

**C. PURPOSE OF GRANT:** (Indicate)

| | | |
|---|---|---|
| X | CONTINUING GENERAL ACTIVITIES (OPERATING) | For the continuance of the Festival of Friends and its expansion to 10 days |
| | CAPITAL | |
| | ONE TIME - SPECIFIC PURPOSE | |

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST ..... | $ 558,350 | 84 |
| - CITY'S CONTRIBUTION (GRANT REQUEST) ..... | $ 114,150 | 16 |
| TOTAL OPERATING BUDGET | $ 672,500 | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $ _____
- OTHER DATE OR INSTALMENTS $ _____ _____ (date)
  $ _____ _____
  $ _____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

Hamilton Wentworth Creative Arts Inc. has been incorporated as a non-profit organization in the Province of Ontario since July, 1974 holding Letters Patent #290179. It holds a Federal Charitable number 0439174-22-14. The operation of Creative Arts is overseen by a volunteer board of directors elected annually by the general membership (list attached). The Board meets monthly (except August), with board committees meeting as required. A general outline of the scope of the organization's activities is attached.

2. What are the general objectives and/or services of your organization?

a) To promote all arts and artistic endeavours in the Regional Municipality of Hamilton-Wentworth and beyond;
b) To create training facilities, marketing facilities and show places for artists in the said Hamilton-Wentworth area; and
c) To set up a cataloguing and referral service for professional artists and to make such service available to interested parties.

These objectives are carried out through daily activities, annual special events, and arts related community projects.

For instance, during the past year, Creative Arts has been responsible for projects which put over 1.5 million dollars directly into the hands of working artists (not counting the multipler effect).

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

There is no other organization providing the same scope and quality of service.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __X__ If yes, please indicate number and type of involvement.

Creative Arts endeavours to involve as many volunteers as possible. We estimate over 15,000 volunteer man hours were contributed to our activities last year and that will increase in the coming year with the expansion of the Festival of Friends. The staff, board, members, and interested citizens help with everything from putting up snowfencing in Gage Park, parking cars, cleaning the grounds, coordinating areas, etc. of the Festival of Friends; ticket selling and assisting exhibitors at the Winter Festival of Friends; fund raising activities such as raffles, bingos, penny sales; repairs and maintenance of our headquarters and equipment, etc. Our volunteers are an important component of Creative Arts and many come from our membership base of over 500 individuals.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

Local

6. Does your organization provide a service to:

(a) All citizens __X__

(b) A specific group _____

(c) A specific area _____

Describe briefly:

Creative Arts plans its activities with 'all citizens' in mind, and wherever possible makes those activities free or for a nominal charge so they are affordable to everyone. Our programming is family-oriented and special events have a high tourism focus.

7. In what geographical area does your organization operate?

Special events are held in the City of Hamilton; work is found for professional artists across Canada; we are currently working on a cultural exchange program with Beijing, China; consulting is done nationally.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

This application is in support of the 14th annual Festival of Friends and the expansion of same per the attached overview.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

Creative Arts' Festival of Friends has a proven track record for attracting tourism to the City of Hamilton and for providing the citizens of Hamilton with a high calibre arts event at a very reasonable cost. It contributes in a significant way to the socio-economic life of our community and has garnered Hamilton respect, press, and a tourist focus world-wide.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES _x_ No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

See attached

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No - However municipal support is a factor when other levels of government and corporations assess our funding applications.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Over the past two years, Creative Arts has more than doubled its membership; is running fund raising bingos; has made significant steps towards major corporate sponsorship of the Festival of Friends. In 1987/88 we generated 77% of our income from non-government sources. By expanding the Festival to 10 days, we will be able to solicit national sponsors rather than local ones, thereby making us self-sufficient in the future.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

Admission to the Winter Festival of Friends at the Convention Centre; membership fees of $15 per year; annual fee for talent bank listing for movie/television roles; fees for consulting services; nominal rental fees for use of our meeting space and equipment by community groups; 10% commission fees to performers when we are not paid a consulting/production fee by the purchaser of the performers' services; ticket costs to special fund raising activities.

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 1988 | $ 67,000 | $ 67,000 |
| 1987 | $ 42,000 | $ 41,540 |
| 1986 | $ 38,000 | $ 38,000 |
| 1985 | $ 38,000 | $ 38,000 |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

Anticipated 25% reduction each year

| Year | Amount |
|---|---|
| 1990 | $ 85,600 |
| 1991 | $ 64,200 |
| 1992 | $ 48,200 |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

We would be unable to produce the Festival of Friends and would have to lay-off two members of our staff and cut back on our services. The City would lose its major tourist event and the economic spin-off of same.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

We are hoping that the expansion of the Festival of Friends will be a major step in this direction. In order for an event to attract 'nationals' as sponsors (they have more corporate sponsorship money than their 'local' subsidiaries), it must be at least 10 days long. As major sponsorship grows, government funding will decrease.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

The summer Festival of Friends has no admission charge. Many of our staff, board, members, and performers are already providing free services for community charity benefits, committees, and other special events.

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|

Complete board list and executive officers attached.

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

As our year end is September 30th, our books are at our auditors, Deloitte, Haskins & Sells. Audited statements will be sent as soon as they are available, in the meantime, unaudited statements and 1988/89 budgets are attached.

October 17th, 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Hamilton Wentworth
CREATIVE ARTS INC.

Dan MacDonald, President
Name and Title of Officer Making Application

Signature of Officer Making Application

525-6644
Telephone Number

# FESTIVAL OF FRIENDS 1989

## EXPANSION PLANS - OVERVIEW

(c) Creative Arts Inc., September, 1988

From its inception in 1975, the Festival of Friends has met its goals. Through the event, Creative Arts has successfully:

a) Created a professional showcase of Canadian talent
b) Created a profitable marketplace for Canadian artists
c) Mounted an event which is a major tourist attraction
d) Given the citizens of Greater Hamilton a professional cultural extravaganza with no admission price, thereby making it accessible to everyone

In a marketplace where most major festivals are in the red, and many over the years have folded, the Festival of Friends is profitable, growing and strong. Each year, it has managed to attract higher profile corporate sponsors. 1988 marked the 13th anniversary of the festival - its largest year both budget-wise, income-wise, and attendance-wise. Festival organizers took an educated risk this year and increased their performer's budget, booked several higher profile acts, and, in turn, attracted more corporate sponsors and more attendees.

Although enjoying success on all fronts, the festival does have certain problems which we need to address:

a) Its growth factor within Gage Park is limited -

i) Although it is our intention to open the Gage Park aspect of the Festival of Friends one evening earlier in 1989, physically, the park should not be used for more days because the large crowds do put a certain amount of wear and tear on the park particularly if the weather is either very wet or very dry. We feel strongly that the inherent beauty of the park is one of the festival's natural attractions and, therefore, the care with which we treat Gage Park is a major factor in our festival planning.

ii) Parking is limited and although the citizens living in the area are very tolerant, we respect the fact that the festival does invade their neighbourhood.

b) Because of time, space, budget, and staff limitations, the festival has had limited success in establishing an outreach program within the community to get more small businesses and other community groups involved in the event and to make the festival, on a physical scope, more city-wide.

c) Within its entertainment and exhibitor guidelines, which work so well at the Gage Park event that they should not be changed, there is a gap in our service and attraction to some major components of our community -

i) The ethnic fibre of our community is not being represented for several reasons:

- Musically, the Festival of Friends, as it now stands in Gage Park, only hires contemporary Canadian, professional artists who are members of the American Federation of Musicians. The majority of the performers are recording artists who are making their livelihood through their music. It is a policy which works and a prime objective which should not be changed.

- Artists/craftspeople at the Festival of Friends are professionals who work fulltime at their art and by giving them this large marketplace, Creative Arts is fulfilling its non-profit charter mandate. Each artist/craftsperson at the Festival of Friends makes that which he/she is selling at the event. There is no opportunity within its present format to present exhibits of art and crafts which are indigenous to other Countries and which are passed on from generation to generation here in Canada.

- We have been reticent to move an ethnic flavour into our event in Gage Park which may add to any perception that there is a similarity between Festival of Friends and "Your Festival". However, as the ethnic component of "Your Festival" wanes, we are ready to embrace this important part of our cultural heritage. It is also our intention to incorporate local ethnic performers with international ones to move the profile of the "Festival of World Friends" addition to a tourist attraction stature.

d) A successful component in the Festival of Friends is our Children's Area which, we feel, needs to be expanded. By increasing our programming for children, we attract parents and, thereby create even larger markets for small business and community groups. Again, within our present structure (a proven one which should not be changed) there is a limited expansion factor within Gage Park.

e) The Festival of Friends has deliberately avoided booking popular "Rock" bands which traditionally attract a teenage crowd. We feel that one of our programming goals is to instill solid, moral, family values in our teens. We need an event which will attract this age range and, at the same time, give them an alternative from the negative aspects of hard rock.

Creative Arts proposes an expansion of the Festival of Friends over the next two years to fulfill the above stated community needs. This expansion will be three-fold:

As of August, 1989 -

a) Expand the existing Festival of Friends format within Gage Park by adding a concert by an major superstar on Thursday evening, August 10. The festival would continue in its familiar format on August 11, 12, and 13. This additonal evening will bring tourists to the City one day earlier, will attract more attendees from the Toronto area, and will give us an earlier opportunity for more press coverage, thereby increasing attendance for the remainder of the weekend.

b) The establishment of an international component - "Festival of World Friends"

c) The incorporating of a teen-oriented event under the umbrella of the

festival - DCI/Festival of Friends

As of August, 1990 -

d) The establishment of a children's event - "Festival of Little Friends"

# FESTIVAL OF WORLD FRIENDS

## August 4 through 9, 1989 - 4 pm to 10:30 pm
## Sam Lawrence Park

*Ambiance Attractions:* Imagine if you will, Hamiltonians and tourists, after a hard day, making their way to this beautiful park on the edge of the escarpment. Flags of the world would be proudly waving as they approach the site. As well as the breathtaking view, they will be able to munch exotic foods, sample imported wines, examine ethnic crafts, dance traditional folk dances, and listen to a program of music from around the world. As the fire ball sun touches the horizon, everything stops and the crowd counts down the sun until it disappears, leaving a dazzling afterglow sunset in the West. At this point, thousands of tiny white twinkle lights come alive in the trees, in the gardens, and over the escarpment edge. Combined with the lights of the city below, this will be a spectacular light show. The music and dancing resumes until 10:30 p.m., where upon we close the show with O Canada and the people make their way home or to a nightspot of their choice.

*Types of Performances:* Ethnic dance troupes, solo acoustic instrumental and vocal artists, pan band, mariachi band, gypsy violinists, etc.

*Food & Beverage:* In its initial year, 15 International food booths would be set up. They would be operated by established Greater Hamilton restaurateurs, each selling authentic dishes of their Country.

*Alcohol Policy:* It is our intention to have the park fenced and licensed. We will attract a major beer corporation as a sponsor of this event and their product would be sold by the food vendors along with wines of the countries represented. Alcoholic beverages could not be bought without a food purchase and precautions would be taken to limit the amount of alcohol consumed by any one person.

*Exhibits:* An ethnic craft village would be set up with exhibits of heritage crafts, demonstrations, and sales. Items exhibited and sold would be juried in keeping with our festival policy of excellence in craftsmanship. Distributors and importers would be discouraged unless the workmanship was of excellent quality and/or the product fit the theme, such as UNICEF greeting cards. Because the quality of crafts we are looking for are usually created with hours of love and not for profit, community ethnic organizations may wish to combine the talents within their group to make one overall display, i.e. Ukranian Easter eggs produced by a number of artisans.

# DCI/FESTIVAL OF FRIENDS

## August 12, 1989
## Ivor Wynn Stadium

The Drum Corp International world championships will be held in Montreal this year the week following Festival of Friends. At the local level, the semi-finals leading up to the Montreal event will be held here in Hamilton on August 12th. D.C.I. has requested to come under the auspices of the Festival of Friends.

Ivor Wynn Stadium has been the home of the D.C.I. championships for ten years. With the excellent support of Council, local press, and the Board of Education, D.C.I. has been a welcomed cultural component to our city each summer. But while attendance has been encouraging, the organization feels it needs to expand its market even more. By incorporating D.C.I. as part of the Festival of Friends, there is a two-fold benefit: Festival of Friends will bring a higher profile to the Drum Corps performance, thereby increasing their audience. Because approximately 4,000 of their attendees are from the United States, D.C.I. will promote Festival of Friends into their U.S. market, encouraging these tourists to come to Hamilton earlier and to stay longer, for an economic spin-off to the City of Hamilton.

We cannot sum up the positive influence of D.C.I. better than in the words of Alderman Bill McCullough, "It is one of the finest things we do for your people as a counter to all the other things in the world that seem to go wrong for them. With this event and drum corps, the young people have an outlet to express themselves and to keep them out of trouble." Festival of Friends hopes to expand on that premise by adding to the overall community/tourist image of the event to build the attendance, and by aiding the organizers with corporate sponsorship to lower the admission cost thus enabling more young people to be able to afford to see this spectacular show put on by their peers.

# FESTIVAL OF LITTLE FRIENDS

## August, 1990 - Two Days - 10 am - 6 pm
## Jackson Square Plaza/Copps Coliseum

*Ambiance Attractions:* Stilt walkers, costume characters, balloons, banners - lots of colour and action.

*Types of Performances:* Recording artists, clowns, mimes, ventriloquists, puppeteers, magicians, etc. We have contacts with the Cirque du Soleil and hope to attract a partial component as well as the Cheerio Yo-Yo team.

*Types of Hands-on Activities:* Face painting, t-shirt painting, balloon sky chain, petting zoo, "See, Hear, Feel" (to enable children to experience what it is like to be handicapped), try a computer, Bubbleopolis giant bubbles, pinatas, build your own sundae, instrument making, sand painting, build a giant spider web, etc.

*Exhibits:* Fossils, artifacts, bugs, dinosaurs, coins of the world, Lego, Boy Scouts, Girl Guides, Culture & Recreation community centre programs, "Y" children's programs, Child Find, Parents without Partners, Health & Welfare information, Regional Police Department child identification and safety information, educational, scientific, and environmental information geared to children and their families, etc.

*Admission:* A can of food to be donated to local food banks would be the admission charge. This would encompass the "sharing and caring" philosophy of "Festival of Friends".

# WHY EXPAND THE FESTIVAL OF FRIENDS?

If Greater Hamilton is to compete in the tourism special event market with cities such as Calgary (Stampede), Ottawa (Winterlude), and Quebec City (Carnivale), it must have an event of at least ten days duration. This is a proven fact to attracting national/international corporate sponsors. The event should be professionally produced, attract high-profile entertainers, and carry a theme which attracts a wide spectrum of citizens and tourists alike.

Tourism is only one economic aspect of mounting a major event. Keeping local citizens in town during a holiday weekend is another. Therefore, it is only natural that the Festival of Friends expand backwards in dates to encompass the Civic Holiday weekend.

When attracting tourists to our city and exciting our citizens to invite their friends to visit, it is important that we highlight what our city has to offer year round. By using one of our most beautiful natural resources, The Escarpment, and our downtown core business/commerce area, a sports facilities (Ivor Wynn), and a passive recreation area (Gage Park), we put forth a microcosm of life in Hamilton.

More and more, as our roots are being assimilated, our culture eroded by the U.S. media, and our family "quality time" being shortened by the pressures of everyday life, we need a break - a vacation - a vacation right here in Hamilton! We need to take a moment to look at the sunset over the city, participate in projects with our children and grandchildren, and look at ourselves as "Canadians" with a unique culture made up of many components. We need to reinforce our sense of community pride and to extend this pride and friendship to our neighbours in other cities and countries.

We, at Creative Arts, want to do this. Since the Festival of Friends has a proven track record, it makes sense to use it as a base for an expansion to a national scale special event. But we cannot do it alone. It will take the cooperation of all government levels, of our business community, community groups, and individual citizens to make this bold new plan a successful reality. Done professionally and properly the first year, it can become the basis for even more expansion and more community involvement.

We respectfully request an increased grant from the City of Hamilton for 1989 to aid us in launching a 10 day Festival of Friends. It is our intention to solicit major sponsors for the expansion and to use the inaugural year and its ensuing publicity to attract even more corporate sponsorship for future years, thereby lessening the need for municipal assistance down the line.

HAMILTON WENTWORTH CREATIVE ARTS INC.

Grants Requested during 1987/88 fiscal period

| | Requested | Received |
|---|---|---|
| Ontario Arts Council - annual operating grant | $25,000 | $15,000 |
| Canada Council - festival touring fund | $ 1,500 | $ 1,200 |
| Min. of Culture & Communications - equipment purchase | $ 4,251 | $ 4,251 |
| Min. of Culture & Communications - internship program | $ 5,292 | $ 5,292 |
| Min. of Culture & Communications - Experience '88 program | $ 786 | $ 786 |
| Min. of Culture & Communications - * Investment in the Arts | $26,600 | $26,600 |
| City of Hamilton - Festival of Friends | $42,000 | $42,000 |
| City of Hamilton - Operating grant | $25,000 | $25,000 |

* Because of our increased fund raising activities, Creative Arts was eligible to receive $40,000 under the Ministry's Investment in the Arts program. $13,320 was received with respect to our 1986/87 year; $26,600 received with respect to our 1987/88 year. This amount is shown on our balance sheet as "Trust Fund". It has been, in accordance with the Province's regulations, invested for five years. We will be able to use the interest only during that period.

HAMILTON WENTWORTH CREATIVE ARTS INC.

CORPORATE DONORS/SPONSORS - 1987/88

| | |
|---|---|
| Amstel Brewery Canada | $21,605. |
| Phoenix Pizza | $13,000. |
| Ford Motor Company | $ 8,500. |
| CKOC Radio | $ 4,750. |
| Royal Oak Dairy | $ 4,300. |
| Pathfinder Beverages | $ 4,000. |
| Ruth's Concessions | $ 3,625. |
| CHML Radio | $ 3,500. |
| Country Boys | $ 3,000. |
| Ye Olde Fudge Pot | $ 2,575. |
| The Hamilton Spectator | $ 2,500. |
| Dofasco Inc. | $ 2,500. |
| Loyal Order of Moose | $ 1,500. |
| R. Denninger | $ 1,491. |
| Stirling Print-All | $ 1,000. |
| National Paper Goods | $ 1,000. |
| Veteran's Taxi | $ 1,000. |
| The Pierogy Kitchen | $ 860. |
| Grecian Palace | $ 800. |
| Hamilton B.B.Q. | $ 537. |
| Orlick Industries | $ 500. |
| Falconfield Holdings | $ 500. |
| Norton Abrasives Canada | $ 500. |
| Re/Max Advantage Realty | $ 500. |
| Royal Connaught Hotel | $ 500. |
| Bell Canada | $ 200. |
| Kinesky Cycle | $ 200. |
| Ennis-Paikin Steel | $ 165. |
| Eagle Press | $ 100. |
| Ent Works | $ 50. |

HAMILTON WENTWORTH
# CREATIVE ARTS

BALANCE SHEET

AS OF SEPTEMBER 30, 1988

UNAUDITED

## ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS: | | |
| Bank & Cash | | ($16,075.) |
| Accounts Receivable | | $ 3,394. |
| Prepaid Expenses | | $ 580. |
| Trust Fund | | $40,000. |
| EQUIPMENT: | | |
| Equipment | $72,315. | |
| Less Accum. Depreciation | (42,486.) | $29,829. |
| | | $57,728. |

## LIABILITIES

| | | |
|---|---|---|
| CURRENT LIABILITIES: | | |
| Accounts Payable | | $ 3,268. |
| Deferred Revenue - 1988 Winter Fest. | | $23,694. |
| Deferred Revenue - 1988 Anthology | | $ 589. |
| RETAINED EARNINGS (DEFICIT) | | |
| Deficit, Beginning of year | (31,341.) | |
| Surplus for this year | $61,518. | $30,177. |
| | | $57,728. |

'A REGISTERED NON-PROFIT, CHARITABLE ORGANIZATION'
401 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1K5 CANADA - (416) 525-6644 - FAX (416) 525-8292

CREATIVE ARTS INC. - PROFIT & LOSS STATEMENT
YEAR ENDING SEPT. 30, 1988 - UNAUDITED

| DESCRIPTION | General Operations | Winter Festival 87 | Summer Festival 88 | TOTAL |
|---|---|---|---|---|
| FUNDRAISING & SALES | 52327 | 1078 | 2382 | 55787 |
| BINGO REVENUE | 67107 | 0 | 0 | 67107 |
| AD SALES | 0 | 0 | 11055 | 11055 |
| ADMISSIONS | 110 | 28091 | 0 | 28201 |
| BOOTH RENTALS | 496 | 35134 | 34494 | 70124 |
| PARKING REVENUE | 0 | 0 | 7743 | 7743 |
| MEMBERSHIPS | 2505 | 0 | 0 | 2505 |
| ARTISTS' SERVICES | 101082 | 0 | 0 | 101082 |
| CONSULTING & TECH. | 8361 | 0 | 0 | 8361 |
| FACILITY RENTAL | 3520 | 0 | 0 | 3520 |
| DONATIONS | 16296 | 1800 | 79167 | 97263 |
| FEDERAL GRANT | 0 | 0 | 1200 | 1200 |
| PROVINCIAL GRANT | 42008 | 5000 | 5000 | 52008 |
| MUNICIPAL GRANT | 25000 | 0 | 42000 | 67000 |
| | 318812 | 71103 | 183041 | 572956 |
| FUND. & SALES COSTS | 30347 | 0 | 2000 | 32347 |
| BINGO EXPENSE | 29947 | 0 | 0 | 29947 |
| MEMBERSHIP EXP. | 447 | 0 | 0 | 447 |
| ARTISTS' SERVICES | 59525 | 0 | 0 | 59525 |
| CONSULTING & TECH. | 2964 | 0 | 882 | 3846 |
| FACILITY SUPPLIES | 1287 | 0 | 0 | 1287 |
| GRANTS TO ARTISTS | 2723 | 0 | 634 | 3357 |
| PERFORMERS' FEES | 510 | 5745 | 59150 | 65405 |
| ROYALTIES | 153 | 282 | 104 | 539 |
| PERFORMERS' TRAVEL, MEALS & ACCOM. | 443 | 1208 | 11131 | 12782 |
| ADVERT. & MARKET. | 2453 | 11274 | 19751 | 33478 |
| SUB CONTRACT. | 0 | 3773 | 17196 | 20969 |
| CITY RE GAGE PARK | 0 | 0 | 6302 | 6302 |
| HAM. WENT POLICE | | | 1800 | 1800 |
| SETS/PROPS/PROD. | 1390 | 1324 | 4173 | 6887 |
| WAGES & BENEFITS | 69561 | 17390 | 28983 | 115934 |
| OFFICE SUPPLIES | 4361 | 1090 | 1817 | 7268 |
| OFFICE - OTHER | 2234 | 425 | 693 | 3352 |
| TELEPHONE | 9070 | 2268 | 3779 | 15117 |
| POSTAGE | 2405 | 1991 | 1602 | 5998 |
| EMPLOYEE TRAVEL | 671 | 34 | 35 | 740 |
| BANK & INTEREST | 2068 | 516 | 861 | 3445 |
| COST OF AUDIT | 600 | 150 | 250 | 1000 |
| INSURANCE | 2547 | 0 | 0 | 2547 |
| MISC. - GENERAL | 568 | 0 | 0 | 568 |
| REPAIRS & MAINT. | 3958 | 150 | 629 | 4737 |
| OFFICE RENT | 14400 | 3600 | 6000 | 24000 |
| CONVENTION CENTRE | 0 | 7800 | 0 | 7800 |
| EQUIPMENT RENTAL | 128 | 2585 | 14044 | 16757 |
| OFFICE EQ. LEASES | 11140 | 0 | 0 | 11140 |
| DEPRECIATION | 5773 | 0 | 0 | 5773 |
| LOSS ON EQ. SALE | 6344 | 0 | 0 | 6344 |
| | 268017 | 61605 | 181816 | 511438 |
| SURPLUS | 50795 | 9498 | 1225 | 61518 |
| PREVIOUS DEFICIT | | | | -31341 |
| YEAR END | | | | 30177 |

CREATIVE ARTS INC. - 1988/89 BUDGET
YEAR ENDING SEPT. 30, 1989 - PROJECTION

| DESCRIPTION | General Operation | Winter Festival 88 | Summer Festival 89 | TOTAL |
|---|---|---|---|---|
| INTEREST REV. | 3000 | 0 | 0 | 3000 |
| FUNDRAISING & SALE | 37000 | 1500 | 8500 | 47000 |
| BINGO REVENUE | 22500 | 0 | 0 | 22500 |
| AD SALES | 0 | 0 | 13000 | 13000 |
| ADMISSIONS | 0 | 33000 | 0 | 33000 |
| BOOTH RENTALS | 0 | 36000 | 50000 | 86000 |
| PARKING REVNUE | 0 | 0 | 9000 | 9000 |
| MEMBERSHIPS | 3000 | 0 | 0 | 3000 |
| ARTISTS' SERVICES | 105000 | 0 | 0 | 105000 |
| CONSULTING & TECH. | 9000 | 0 | 0 | 9000 |
| FACILITY RENTAL | 4000 | 0 | 0 | 4000 |
| DONATIONS | 20000 | 3000 | 154350 | 177350 |
| FEDERAL | 0 | 0 | 6500 | 6500 |
| PROVINCIAL | 10000 | 5000 | 25000 | 40000 |
| MUNICIPAL | 0 | 0 | 114150 | 114150 |
| | 213500 | 78500 | 380500 | 672500 |
| FUND. & SALES COST | 18900 | 0 | 5550 | 24450 |
| BINGO EXP. | 9900 | 0 | 0 | 9900 |
| MEMBER EXP. | 500 | 0 | 0 | 500 |
| ARTISTS' SERVICES | 63450 | 0 | 0 | 63450 |
| CONSULTING & TECH. | 3500 | 0 | 0 | 3500 |
| FACILITY SUPPLIES | 1500 | 0 | 0 | 1500 |
| ARTISTS' GRANTS | 3000 | 0 | 0 | 3000 |
| PERFORMERS' FEES | 0 | 6000 | 120000 | 126000 |
| ROYALTIES | 50 | 300 | 200 | 550 |
| PERFORMERS' TRAVEL, MEALS & ACCOM. | 0 | 1200 | 15000 | 16200 |
| ADVERT. & MARKET. | 3000 | 16300 | 40000 | 59300 |
| SUB CONTRACT. | 0 | 4000 | 35750 | 39750 |
| CITY RE GAGE PARK | 0 | 0 | 8500 | 8500 |
| CITY/SAM LAWRENCE | 0 | 0 | 3000 | 3000 |
| HAM. WENT. POLICE | 0 | 0 | 3000 | 3000 |
| SETS/PROPS/PROD. | 0 | 1500 | 35750 | 37250 |
| WAGES & BENEFITS | 64700 | 17310 | 40390 | 122400 |
| OFFICE SUP. | 4000 | 1200 | 2800 | 8000 |
| OFFICE - OTHER | 2100 | 450 | 2050 | 4600 |
| TELEPHONE | 7800 | 2340 | 5460 | 15600 |
| POSTAGE | 2500 | 1950 | 2750 | 7200 |
| EMPLOYEE TRAVEL | 500 | 150 | 350 | 1000 |
| BANK & INTEREST | 2350 | 105 | 245 | 2700 |
| AUDIT & PROF | 500 | 150 | 350 | 1000 |
| INSURANCE | 1750 | 525 | 1225 | 3500 |
| REPAIRS & MAINT. | 4800 | 0 | 0 | 4800 |
| OFFICE RENT | 12000 | 3600 | 8400 | 24000 |
| CITY FACILITY RENT | 0 | 8800 | 3250 | 12050 |
| EQUIPMENT RENTAL | 0 | 3000 | 43200 | 46200 |
| OFFICE EQ. LEASES | 4250 | 1275 | 2975 | 8500 |
| DEPRECIATION | 6000 | 0 | 0 | 6000 |
| | 217050 | 70155 | 380195 | 667400 |
| SURPLUS/DEFICIT | -3550 | 8345 | 305 | 5100 |
| PREVIOUS YEAR | | | | 30177 |
| YEAR END | | | | 35277 |

CREATIVE ARTS INC.
1987/88 - 1988/89 ACTUAL & BUDGET COMPARISONS

| DESCRIPTION | 1987/88 Actual | 1988/89 Budget | Increase Decrease |
|---|---|---|---|
| INTEREST REVENUE | 0 | 3000 | 3000 |
| FUNDRAISING & SALES | 55787 | 47000 | -8787 |
| BINGO REVENUE | 67107 | 22500 | -44607 |
| AD SALES | 11055 | 13000 | 1945 |
| ADMISSIONS | 28201 | 33000 | 4799 |
| BOOTH RENTALS | 70124 | 86000 | 15876 |
| PARKING REVENUE | 7743 | 9000 | 1257 |
| MEMBERSHIPS | 2505 | 3000 | 495 |
| ARTISTS' SERVICES | 101082 | 105000 | 3918 |
| CONSULTING & TECH. | 8361 | 9000 | 639 |
| FACILITY RENTAL | 3520 | 4000 | 480 |
| DONATIONS | 97263 | 177350 | 80087 |
| FEDERAL GRANT | 1200 | 6500 | 5300 |
| PROVINCIAL GRANT | 52008 | 40000 | -12008 |
| MUNICIPAL GRANT | 67000 | 114150 | 47150 |
| | 572956 | 672500 | 96544 |
| FUND. & SALES COSTS | 32347 | 24450 | -7897 |
| BINGO EXPENSE | 29947 | 9900 | -20047 |
| MEMBERSHIP EXP. | 447 | 500 | 53 |
| ARTISTS' SERVICES | 59525 | 63450 | 3925 |
| CONSULTING & TECH. | 3846 | 3500 | -346 |
| FACILITY SUPPLIES | 1287 | 1500 | 213 |
| GRANTS TO ARTISTS | 3357 | 3000 | -357 |
| PERFORMERS' FEES | 65405 | 126000 | 60595 |
| ROYALTIES | 539 | 550 | 11 |
| PERFORMERS' TRAVEL, | | | 0 |
| MEALS & ACCOM. | 12782 | 16200 | 3418 |
| ADVERT. & MARKET. | 33478 | 59300 | 25822 |
| SUB CONTRACT. | 20969 | 39750 | 18781 |
| CITY RE GAGE PARK | 6302 | 8500 | 2198 |
| HAM. WENT POLICE | 1800 | 3000 | 1200 |
| SAM LAWRENCE PARK | 0 | 3000 | 3000 |
| SETS/PROPS/PROD. | 6887 | 37250 | 30363 |
| WAGES & BENEFITS | 115934 | 122400 | 6466 |
| OFFICE SUPPLIES | 7268 | 8000 | 732 |
| OFFICE - OTHER | 3352 | 4600 | 1248 |
| TELEPHONE | 15117 | 15600 | 483 |
| POSTAGE | 5998 | 7200 | 1202 |
| EMPLOYEE TRAVEL | 740 | 1000 | 260 |
| BANK & INTEREST | 3445 | 2700 | -745 |
| COST OF AUDIT | 1000 | 1000 | 0 |
| INSURANCE | 2547 | 3500 | 953 |
| MISC. - GENERAL | 568 | 0 | -568 |
| REPAIRS & MAINT. | 4737 | 4800 | 63 |
| OFFICE RENT | 24000 | 24000 | 0 |
| CITY FACILITY RENT | 7800 | 12050 | 4250 |
| EQUIPMENT RENTAL | 16757 | 46200 | 29443 |
| OFFICE EQ. LEASES | 11140 | 8500 | -2640 |
| DEPRECIATION | 5773 | 6000 | 227 |
| LOSS ON EQ. SALE | 6344 | 0 | -6344 |
| | 511438 | 667400 | 155962 |
| SURPLUS | 61518 | 5100 | |
| PREVIOUS DEFICIT | -31341 | 30177 | |

HAMILTON WENTWORTH
# CREATIVE ARTS

HAMILTON WENTWORTH CREATIVE ARTS INC.
BOARD OF DIRECTORS

| | | |
|---|---|---|
| Mr. Dan MacDonald - President<br>vanSomeren-Van Wyck (Insurance) | Work: | 526-9393 |
| Mrs. Anne Sneath - Vice President<br>Craftsperson (Potter) | Home: | 627-1258 |
| Mr. Larry Russell - Treasurer<br>The Creative Advantage Inc. | Work: | 529-3324 |
| Mrs. Beverley Nagy - Secretary<br>Homemaker (Community Volunteer) | Home: | 525-3559 |
| Mr. Tom Basciano<br>Lawyer | Work: | 525-4396 |
| Mr. Paul Cochrane<br>Bank of Commerce | Work: | 572-3105 |
| Mr. Bill Cook<br>Teacher (Theatre Arts) | Work: | 385-3257 |
| Alderman Terry Cooke<br>Ontario March of Dimes | Work: | 526-2700 |
| Mr. Matt Costanza<br>Royal Connaught Hotel | Work: | 527-5071 |
| Mr. Mosche Freedman<br>Teacher (Hamilton Board) | Home: | 389-0252 |
| Mr. Bill Jurgenson<br>Teacher (Art & Industrial Arts) | Home: | 957-3359 |
| Mr. Jacques Major<br>Sales - Mediacom | Home: | 525-2797 |
| Ms. Jan Norris<br>Teacher (Hamilton Board) | Home: | 523-0656 |
| Mr. Larry Rotman<br>Manufacturer | Work: | 544-4296 |
| Mr. John Spears<br>Lawyer | Work: | 526-0626 |

HAMILTON WENTWORTH CREATIVE ARTS INC.

STAFF

WAGES & BENEFITS

| | 1987/88 | 1988/89 | Inc. |
|---|---|---|---|
| Bill Powell - General Manager | $26,000 | $27,560. | 6% |
| Lynne Powell - Administrator | $23,400 | $24,804. | 6% |
| Karen Matthews - Festivals Manager | $23,400 | $24,804. | 6% |
| Jeff Thomas - Talent Coordiantor | $17,420 | 0 | |
| Jayne Woods - Talent Coordinator | 0 | $15,158. | |
| Irene McDonald - Secretary | $11,700 | $12,402. | 6% |

# CREATIVE ARTS INC.

Creative Arts is a non-profit arts organization incorporated in the Province of Ontario since July, 1974 and holding Federal charitable status under registration number 0439174-22-14.

The organization was formed to fill a need in the community to provide services, marketplaces and showcases for Canadian artists working in all media.

Through our vast community network (now nationwide) and staff experience, Creative Arts is able to respond to individual artist's needs with the immediacy and expertise required to meet any given situation. We are pleased to have assisted thousands of artists over the past fourteen years.

Our expertise in special events planning has created large and profitable marketplace/showcases for Canadian talent and has gained Creative Arts and the City of Hamilton worldwide recognition. Our largest and best known annual event is the summer Festival of Friends.

**By supporting Creative Arts, you keep the Festival of Friends accessible to all those wishing to attend and you contribute to year round programmes and services such as:**

**ARTS & CRAFTS**

Multi-faceted assistance to visual artists and craftspeople through exhibitions, preparation of computerized mailing lists, invitation design, assistance in acquiring economical studio space and supplies, provision of meeting and storage space, and legal, financial and insurance advice.

**MUSIC**

Talent placement in commercial venues such as colleges and universities, as well as the coordination of concert series for several clients.

Critiques, promotional packages, fund raising activities for recording projects, bursaries for educational purposes, and assistance with artists' touring arrangements.

The "Warehouse" performance space located in our headquarters is used for concerts including our regular jazz nights. We have staging, sound and light equipment, and video equipment which is available to artists.

Assistance with the preparation of grant or sponsorship proposals and representation of various artists at provincial and national showcases.

**THEATRE**

Actor placement in television, movies, and commercials as well as workshops to assist aspiring actors in honing their craft.

Our Warehouse performance space is used by several area theatre groups for plays, rehearsals, meetings, workshops, and cast parties.

Coordination of theatrical events, feasts, theme events, and promotions for corporations, conventions, conferences, etc.

**POETRY**

The publication of an annual anthology of local poetry and assistance to many local poets in publishing their work.

In house meeting space for local poetry groups, poetry workshops, and readings by guest Canada Council poets.

**SPECIAL EVENTS**

Our two main annual events are the summer Festival of Friends (Gage Park, August) and the winter Festival of Friends (Hamilton Convention Centre, November).

Our expertise in special events planning has created a demand for our consulting services. Our staff has been pleased to assist other community groups, cities, and organizations with their event planning.

**INTERNATIONAL RECOGNITION**

Through the acclaim awarded the Festivals of friends, components of the Festival have been invited as special guest artists to: Red River Revel, Shreveport, Louisiana (two years); Cityfest, Dallas, Texas; Louisiana Renaissance Festival, Metaire; World's Fair, New Orleans, Louisiana; Fiestas de Octubre, Guadalajara, Mexico; and Puerto Vallarta, Mexico.

## MEMBERSHIP/DONOR CATEGORIES

**Individual**: $15 **Family**: $25 **Friend:** $16-$99 **Patron:** $100 & up (all portion over $5 is tax deductible)

Name _____ Phone _____

Address _____

City _____ Postal Code _____

**CREATIVE ARTS INC., 401 MAIN STREET WEST, HAMILTON, ONTARIO, L8P 1K5 (416) 525-6644**

HAMILTON WENTWORTH
# CREATIVE ARTS

Publicity and Advertising for SUMMER FESTIVAL OF FRIENDS

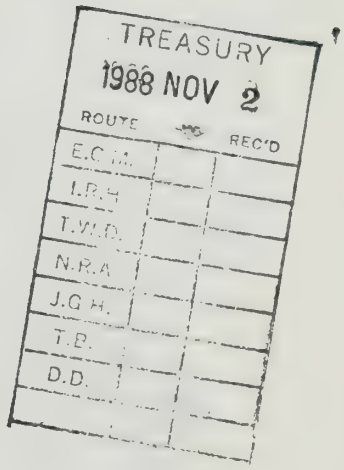
August 5 - 7, 1988

This year's FESTIVAL OF FRIENDS attracted heavy media attention and was heavily reviewed by local and national press.

| | |
|---|---|
| TORONTO STAR: | Craig McInnis' article on FESTIVAL OF FRIENDS-best deal in folk! |
| GLOBE AND MAIL: | article by Chris Dafoe |
| CKPC Radio: | Interview with Jan Vanderhorst |
| CKPC Radio: | Live remotes from Gage Park during Festival weekend |
| CHCH TV 11: | Matt Hayes LIVE from the Festival of Friends Friday evening |
| CKCO TV: | Several interviews prior to the event |
| | Spot for 11:00 news on Friday evening |
| CHCH TV 11: | A BIT ABOUT |
| BRABANT: | Several articles in all local papers |
| THE HAMILTON SPECTATOR: | Several full page colour articles (attached) |
| CABLE 14: | Daily listings |
| CKOC/CKDS: | Heavy rotation for festival |
| CHML/CKDS: | Declared Thursday, August 4th BURTON CUMMINGS day |
| | Heavy rotation for festival |

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HAMILTON WENTWORTH
# CREATIVE ARTS




October 28th, 1988

Mr. Kevin Beattie
Grants Co-Ordiantor
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Kevin:

I just finished making out our grant application for the Ontario Arts Council. Part of the information they required is enclosed. I would appreciate your attaching it to our city application as it provides you with an overview of our community involvement, our cooperation with other organizations, and goods and services which we receive for free. I know that even after all these years of being established in Hamilton, there are still many people in City Hall who don't know what we do. Maybe this will help and, of course, we are always available for further information or to speak to the committee.

Thanks for your help.

Sincerely
Hamilton Wentworth
CREATIVE ARTS INC.

Lynne Powell
Administrator

encl.

'A REGISTERED NON-PROFIT, CHARITABLE ORGANIZATION'
401 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1K5 CANADA - (416) 525-6644 - FAX (416) 525-8292

HAMILTON WENTWORTH
# CREATIVE ARTS

## SOME HIGHLIGHTS OF OUR 1987/88 YEAR

Creative Arts was formed to fill a need in our community to provide services, marketplaces and showcases for Canadian artists in general, and local artists in particular, in all media. Hamilton artists, like their brothers and sisters in the cities and towns outside of Toronto, have a limited market within their own community. It has been our goal to expand that market by opening new opportunities outside of Hamilton for them to exhibit, sell, perform, act, etc. and to bring into Hamilton on special occasions such as our festivals, outstanding talent from across Canada so our local artists can expand their knowledge of the vast and diversified Canadian arts scene.

In tandem with the foregoing, we use our staff and board expertise and community network to assist individual artists with their daily and immediate needs, that being supporting themselves while awaiting the upcoming exhibition, concert, etc. This type of assistance often takes the form of finding them odd jobs, temporary employment, affordable housing and studio space, discounts on artists' materials and equipment, and assistance in the preparation of promotional material, grant applications, computerized mailing lists, use of office equipment from our Toronto phone line, to our computers and FAX machine.

During the past year, we have promoted local musical and variety talent to 17 individual libraries, plus organized artists' tours through the Ontario Library Services and Haldimand Libraries System. We work closely with the corporate and small business sectors, as well as local government departments, to ensure that they think Hamilton and/or Canadian talent when mounting special promotions or events. During 1987/88 we provided the talent for the City of Hamilton's Winterfest '88 and the Victoria Day Celebrations; the Downtown B.I.A. Christmas promotions; Jackson Square's summer concert series; and the International Village B.I.A. Fest. Dofasco, Eaton's, Limeridge Mall, the Royal Connaught and Sheraton Hotels, Burlington B.I.A., Arts Scarborough, Canada Centre for Inland Waters, Pathfinder Beverages, Proctor and Gamble, Prudhommes, St. Catharines Catfish Derby, and the Burlington Sounds of Music Festival are only some of the clients using our artists this past year.

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In addition to promoting performing artists, Creative Arts has been able to use its network to open the extensive movie and television industry in Toronto to Hamilton and area actors and others. This activity has many facets and has provided work for well over 3,000 people in the past year. At the lowest level, we provide "extras" (primarily non experienced people) to the industry and although they do not get a great deal of acting experience in the process, they do make money; often the difference between fending off the bill collectors that month or not. It has become the perfect solution for the artist who needs some quick cash. The next level is taking people who are more serious about a career in film and/or television, working with them to hone their skills, and promoting them to various agencies, producers, etc. to get them minor roles and commercials in an effort to acquire their ACTRA cards. The third level, is to actively pursue opportunities for ACTRA members in secondary and lead roles. As a spin-off to the above, regular acting classes are held at Creative Arts and special seminars are held in "working in front of the camera", poise and make-up, public speaking, etc.

As part of this overall "employment opportunities" program, through our board connections, we were able to provide all the drivers for the French Consulate during the Economic Summit. Although, this might not seem, at first glance, to have anything to do with art, it fulfilled two needs. First it generated over $40,000 into the hands of artist-drivers over ten days. Secondly, it provided these artists, whether actors, playwrights, poets, musicians, or painters with a "once in a lifetime" experience to interact with French diplomats and become Canadian ambassadors - there are many stories to tell, experiences to be written and images to portray!

In 1987/88, our workshop/performance space, "The Warehouse", was used monthly for meetings by the Hamilton Potter's Guild and the Hamilton Haiku Society. We were hosts to productions by the Hamilton Playwrights Theatre and the Toy Town Troupers. Regular Sunday night jazz performances were a part of our programming. In addition, the space was regularly used for band rehearsals, art shows, workshops, seminars, artists' parties, meetings, and fundraisers.

As in the past, our summer and winter Festival of Friends continue to be our major annual events.

The November, 1987 Winter Festival of Friends was the most successful to date. Although we are limited by the size of the exhibit hall, each year we endeavour to jury the best work available. Our attendance was up by 1/3 and overall sales were the best ever.

The Summer Festival of Friends, Gage Park, attracted 200,000 attendees over a beautiful weekend in August. The event featured ALL CANADIAN artists and craftsmen over 3 full days of programming.

The 130 Artists and Craftsmen reported that their sales figures were their highest for any show EVER, and the performers noted that they sold more albums during the course of this weekend than they had at other festivals during the course of the summer.

Attendance was at an all time high and corporate sponsors left excited about the prospect of next year's show and very enthusiastic over having the festival expand to ten days.

## IN CO-OPERATION

During the past year, Creative Arts Inc. worked with the following non-profit organizations, community groups, and schools assisting them with programming and fundraising activities, providing free use of our equipment, volunteer man hours by our staff, and/or subsidized performances:

Eagle Place Community Centre
Guelph Optimists Club
Hamilton & Region Conservation Authority
Hamilton Wentworth Detention Centre
Loyal Order of Moose
Stratford Festival
Victoria Park Community Centre
United Steelworkers
Wilfred Laurier University
Burlington Civic Centre
Hillfield-Strathallan College
Hamilton Theatre Inc.
Northwest Communicare
Amity
Amnesty International
The Hamilton Aids network -H.A.N.D.S.
Burlington Barbershoppers
41st Scout Troupe of Hamilton
Lady Hamiltons
Hamilton Tai Chi Association
Bruce Trail Association
Hamilton Public Library
Big Brothers Association
Steps, the Dance Company
Steel City Squares
Rotary Club - Polio Plus Campaign
Head of the Lake Historical Society
Hamilton Historical Society
Cancer Society - Benefit Concert
Hamilton Children's Museum
Baby Timothy Fund
CHMR Talent Search
Hamilton Women's Network Fashion Show
Broadway Film Festival
United Way
Operat Hamilton
McMaster Medical Centre
Hamilton Regional Indian Centre
Hamilton & Region Arts Council
Canada Centre for Inland Waters
Mohawk College
Six Nations Reserve
C.O.C.A.
Chamber of Commerce

Our staff members sat on the following committees and boards: Canadian Association of Festivals and Events, Festivals Ontario, Ontario Council of Folk Festivals, Hamilton Arts Task Force. Creative Arts' staff also organized a one-day intensive workshop for directors of small festivals and special event promoters on how to successfully mount an event including sponsorships, marketing, themes, etc.

## FRIENDS OF CREATIVE ARTS

We estimate that over 15,000 volunteer man hours were contributed to our activities last year and that will increase during 1989 with the expansion of the Festival of Friends. The staff, board, members, and interested citizens help with everything from putting up snowfencing in Gage Park, parking cars, cleaning the grounds, coordinating areas, etc. of the Summer Festival of Friends. In this regard, it is of note that our festival technical crew is made up primarily of experienced, professional sound technicians who volunteer their time, the same applies to our electrical crew. Volunteers help with ticket selling and assisting exhibitors with move-in, move out and booth sitting at the Winter Festival of Friends. Other volunteer activities include fundraising projects such as raffles, bingos, and penny sales; and to repairs and maintenance of our headquarters and equipment. Our volunteers are an important component of Creative Arts and many come from our membership base of over 550 paid-up individuals.

In addition to volunteer man-hours donated to Creative Arts, many individuals and businesses donate goods and services. The following is a partial list of these types of donations made to us last year:

- Approximately 90% of all creative materials used in the Kid's Area at the summer festival are donated. These donations include paints, brushes, paper, lumber, "dress-up" clothing; plus a miniature pony exhibit.

- All the festival performers and coordinators are fed free of charge by the food vendors on site; sponsors provide free for the performer's hospitality area - a refrigerator, pop, beer (for performer's party), catering for the performer's party is subsidized.

- Other goods and services donated to the summer festival this year included: trucks; canopies; after-hours volunteers' food; crew shirts and caps; free taxi service for performers from the hotel; subsidized hotel rates; construction of 6 electrical ground fault breaker boxes to help safely distribute power; drum kit for the main stage; electric pianos for all stages; and free ambulance/first aid services.

- Festival artists/craftsmen donated items which were sold at reduced prices in our Children's Art Mart. Local businesses donated prizes for our raffle including a trip to Atlantic City, car stereo, bicycle, etc.

- In the Spring of 1988 we ran a Penny Sale with all items being donated by staff, members, and friends of Creative Arts. On New Year's Eve, 1987 we ran a fundraising dance and casino with prizes being donated by local businesses including bottles of champagne.

- At the Winter Festival of Friends beer and wine are donated for our Exhibitor's Party; hall decorations have been donated by two local malls; volunteer food is brought in by our pizza sponsor; and most of the exhibitors provide items as door prizes.

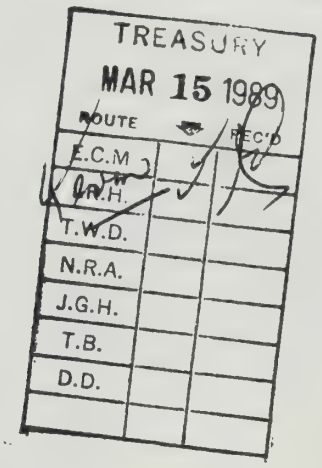
- During the past year, Creative Arts was able to purchase a used van from Mediacom for only $500 and all the body work is being donated.

- Some of the free publicity donated to the Summer Festival of Friends included:

  - Listing on the Steeler Beer Summer Events calendar
  - Toronto Star - Craig McInnis
  - Globe and Mail - Chris Dafoe
  - CKPC Radio, Brantford - interviews ahead of event and live remotes throughout the festival weekend
  - CHCH-TV - Matt Hayes live from the festival and "Bit About" interview prior to the event
  - CKCO-TV - Several interviews prior to the event plus a spot for the 11 p.m. news on the opening night
  - Brabant Newspapers - several articles in all local papers
  - The Hamilton Spectator - full coverage (articles included with this application)
  - Cable 14 TV - daily listings
  - CKOC/CKDS Radio - heavy rotation of special public service announcements and commercials which they produced and ran free of charge
  - CHML/CKDS Radio - heavy rotation of public service announcements, plus declared Thursday, August 4th "Burton Cummings" day.
  - CHAM Radio - heavy rotation of public service

We believe that our extensive programming, successful and high-profile special events, involvement by the volunteer sector, and our involvement, in turn, with other community groups gives us a broad base of support and a vast network of friends, sponsors, and artists which, combined, enables us to grow and expand our services.

HAMILTON WENTWORTH
# CREATIVE ARTS




March 15, 1989

Mr. Lou Sage
C.E.O.
City Hall
71 Main St. W.
Hamilton, Ontario
L8N 3T4

Dear Lou,

Your committee's concern over public safety at Sam Lawrence Park is very important to us. Even though we carry two million dollars of insurance against anything and exempt the city through third party liability, it is better to be safe than sorry. We honestly thought that because the eroded unsafe area was three city blocks away from the area we are using and the fact that it is now secured from public access by a 10' chain link fence, we would be safe.

I only wish somebody had said something about safety in October 88 when we submitted the report and request. Now we are sitting on over sixty thousand dollars worth of sponsorship and have seventeen ethnic communities ready to go. We do have another plan to use Dundurn Park, Jackson Square second level or Pier Four but we will have to get to our sponsors and groups to see which they prefer. We could also use Gage Park but we were trying to do something new for tourism.

When I initially proposed the plan Ms. Schimmel sent me a letter stating that the park would be under construction but we subsequently found out that it would not be so until 1993. We also requested maps at that time to submit with our brief but they were withheld for several months, even though I went to three briefing meetings. We only received them two weeks ago so I am attaching one for your information.

../2

March 15, 1989
Lou Sage
C.E.O
City Hall

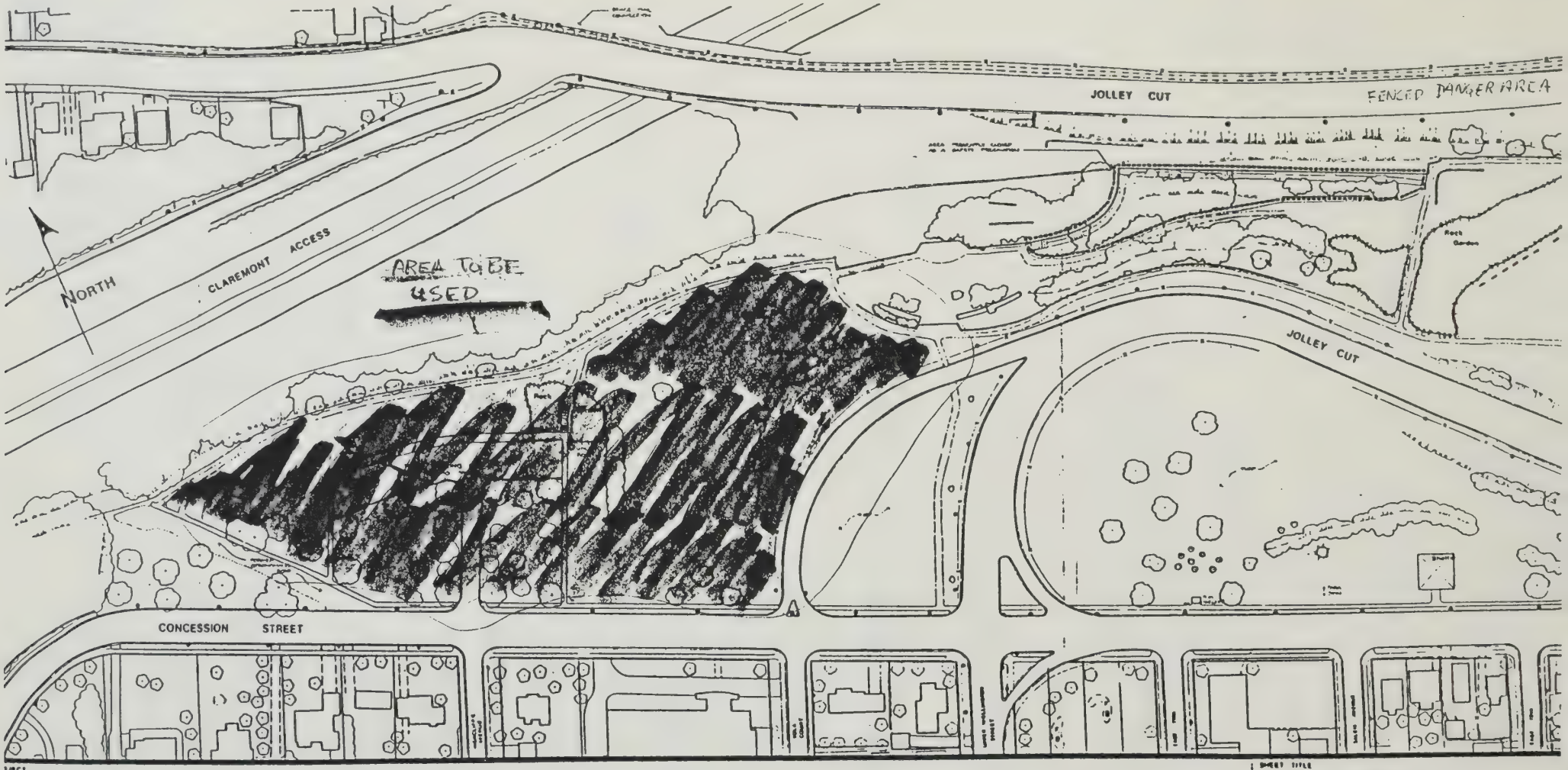
Please have your committee hold their final decision until Creative Arts Inc. can find the right venue. Our festival committee would be pleased to meet with you at any time to iron out any wrinkles.

Sincerely yours,
CREATIVE ARTS INC.

Bill Powell
General Manager

BP:im

cc: Ed Matthews - Hamilton City Treasurer
Audell Schimmel - Culture and Recreation
Alderman Tom Murray
Alderman John Gallagher
Dan MacDonald - President - Van Someran Van Wyk Insurance
John Spears - Creative Arts Inc. Legal Council
Larry Russell - Creative Advantage promotion and sponsorship




# SAM LAWRENCE PARK

## EXISTING CONDITIONS

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THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

Ensemble Sir Ernest MacMillan
221 Fairleigh Ave. S. L8M 2K6
547-1187

LIAISON PERSON Carmen Nemeth PHONE NO. 547-1187

**B. AMOUNT OF GRANT REQUEST:** $ 7,000.

**C. PURPOSE OF GRANT:** (Indicate)

__X__ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | 35,817. | 84% |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | 7,000. | 16% |
| TOTAL OPERATING BUDGET $ | 42,817. | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

**FOR CITY USE ONLY**

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ | $ | $ | $ |
| CATEGORY | CATEGORY | CATEGORY | |

**GRANT PAYMENT**

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

-- Ensemble MacMillan established in 1980
-- In 1985/86 season, main series increased from three programs to four programs
-- Personnel changes to improve the artistic strength of the group, and expansion in membership from ten players to its current ideal size of 12, with wind players hired when required for particular programs
-- Membership changes at the board/volunteer level to improve fundraising and audience development
-- Ensemble Sir Ernest MacMillan is a registered non-profit organization (not incorporated) Charitable #0587063-22-14

2. What are the general objectives and/or services of your organization?

-- "To advance the knowledge and appreciation of culture through the support and presentation of a string chamber music ensemble and its performances in public auditoriums open to all members of the community." (Extract from charter)
-- Presentation of free nursing home/hospital concerts (in co-sponsorship with the Music Performance Trust Fund)
-- Music education activities via open rehearsals and master classes; to give younger music students an opportunity to see an artist at work and allowing for a question and answer period; to give a young musician an opportunity to perform before an artist and audience and receive constructive criticism which is also relevant and beneficial to student spectators
-- See attached for further information

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

Ensemble MacMillan differs from other musical organizations in Hamilton which are symphonic and choral in nature. The Ensemble performs mostly as a string chamber orchestra, often without a conductor. Its repertoire is broad, covering the Baroque, Classical, Romantic and Contemporary periods, and even premieres Canadian New Music, sometimes by local composers.

continued...

2. What are the general objectives and/or services of your organization?

-- Promotion and exposure for student musicians through the Young Artist Program; each season, a local young music student is featured in a performance with the Ensemble
-- Long term goals are to achieve national recognition as a first-class string chamber orchestra based in Hamilton resulting in:
    --an expansion of concert scheduling to include run-outs to neighboring communities such as St. Catharines, Brantford, Niagara-on-the-Lake, and Oakville
    --submissions to CBC requesting recording pick-ups for later broadcasting

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __X__ If yes, please indicate number and type of involvement.

The Ensemble depends heavily on volunteers. These include people to usher, sell tickets and refreshments, etc. at the concerts; addressing and stuffing envelopes for the frequent mailings; preparing foods and helping with set-up for the benefit evenings; designing of posters and brochures. The Ensemble utilizes about 40 volunteers each season.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

local

6. Does your organization provide a service to:

(a) All citizens __X__

(b) A specific group __X__

(c) A specific area __X__

Describe briefly:

The main subscription series is open to the public as are the master classes.
The free nursing home/hospital concerts are public performances designed for the residents and their families.
The open rehearsal was advertised strictly to students and their parents through private music teachers and music schools. All events though, are open to the public.

7. In what geographical area does your organization operate?

Hamilton

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

General operating funds - 67% of expenditures for artistic fees to soloists and players.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

The Ensemble has become a permanent and important part of Hamilton's cultural scene. Its scope of activity is expanding along with the level of excellence. It provides a unique and intimate venue for musical performances in this city.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|
| Sept. 1988 | Ontario Arts Council | $6,000. | Pending |

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

Affects artistic fee budget - cut back in rehearsal scheduling results in a poorer performance and also reduced income for musicians employed by the Ensemble.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

-- Projected admission increase of 25%
-- Stronger campaign to seek sponsorship from corporate and individual donors

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

There is an admission charge to the public concerts, master classes, and open rehearsals.

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 1985 | $ 2,000. | $ 2,000. |
| 1986 | $ 4,000. | $ 4,000. |
| 1987 | $ 6,000. | $ 5,000. |
| | $ | $ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1988 | $ 7,000. |
| 1989 | $ 7,000. |
| 1990 | $ 7,000. |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

-- Rehearsal services would have to be cut back resulting in a negative impact in the hiring of high caliber, professional players; the quality of the performances would suffer; and a likely loss of audience would result
--See attached for further information

continued...

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

--possible reduction of the concert series
--detrimental effect on the credibility of the Ensemble prejudicing future fundraising attempts and Ontario Arts Council applications

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

Not entirely, as in all arts organizations

If no, how will your service be continued if financial assistance is terminated in the future by the City?

Will continue to seek various avenues of support in the public and private sector

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

Yes, at the availability of the musicians

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| Dr. A.G. McKay, President | 1 Turner Ave., Ham. | 525-9140, #3377 | 526-1331 |
| Barbara McMurray, Secretary | 801-301 Frances Ave. Stoney Creek | 662-8381 | |
| Catharine Knobloch, Treasurer | 201 Tuxedo Dr. Ham. | 544-7803 | |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

21 October 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Carmen Nemeth, Manager
Name and Title of Officer Making Application

Carmen Nemeth
Signature of Officer Making Application

547-1187
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | Increase+ Decrease- over Preceding Fiscal Year: % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| See Attached | | | | |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | | | | |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| United Way Grants | | | | |
| OTHER (Specify) | | | | |
| **TOTAL REVENUES** | | | | |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | | | | |
| Other (Specify) | | | | |
| **TOTAL EXPENDITURES** | | | | |
| **SURPLUS OR (DEFICIT)** | | | | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| See Attached | | | | |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | | | | |

ENSEMBLE SIR ERNEST MACMILLAN

STATEMENT OF REVENUE AND EXPENSE

YEAR ENDED JULY 31

| | 1989 Budget | 1988 Actual |
|---|---|---|
| REVENUE | | |
| Ticket sales | $ 8,400 | $ 6,650 |
| Advertising sales | 2,500 | 1,550 |
| Special projects (net) | 5,250 | 2,493 |
| Sponsorships | 2,000 | 1,635 |
| Corporate donations | 8,500 | 8,100 |
| Foundation grants | 1,000 | 1,080 |
| Government grants | 13,000 | 14,730 |
| Individual donations | 2,500 | 2,392 |
| Interest and other | 50 | 95 |
| | 43,200 | 38,725 |
| EXPENSES | | |
| Artistic director | 4,300 | 4,061 |
| Soloists | 5,650 | 4,675 |
| Musicians | 21,557 | 19,637 |
| Administrator | 4,000 | 2,000 |
| Advertising | 2,450 | 243 |
| Bank charges and other | 100 | 178 |
| Hall rental | 500 | 330 |
| Memberships | 260 | 210 |
| Music | 400 | 320 |
| Office | 3,450 | 1,892 |
| Stage | 150 | 1,187 |
| | 42,817 | 34,733 |
| EXCESS OF REVENUE OVER EXPENSES | $ 383 | $ 3,992 |

ENTERTAINMENT

# Ensemble change provides excitement

By HUGH FRASER
The Spectator

I HAVE long longed to have a bit of a rave about Hamilton's chamber orchestra, Ensemble Sir Ernest MacMillan.

Alas, intonation, ensemble, care and feeding of style and detail were always just too hit and miss.

Not so Saturday night as the Ensemble opened its season at First Pilgrim Church with a Night Of Flute And Strings.

If asked, I wouldn't have thought the way to improve the precision of an orchestra's ensemble was to get rid of as many Hamilton Philharmonic string players as possible, but that's precisely what the Ensemble has done and it has worked.

The HPO's Sonia Vizante-Tsuluca, the Ensemble's new concertmaster, is the exception and she's exactly what the doctor ordered, leading a taut, crisp, precise and supple romp through Domenico Cimarosa's Sinfonia In D major.

Artistic director Marta Hidy's tempo was a bit heavy-footed in the Andantino, but the Allegro and Presto skimmed by. The high, staccato passages, just the thing in season's past to make the fillings in one's teeth resonate with painfully differing tunings, were elegant.

The highlight for the ensemble, though, was the concert's finale, Erno Dohnanyi's Serenade For String Orchestra, Op. 10. This featured Hidy, cellist Zdenek Konicek and violist Mark Childs — three-quarters of the McMaster String Quartet — surrounded by the Ensemble for a reading of this work that was thrilling in its intensity of feeling, dash and headlong excitement.

Lapses were few — the violas were just slightly splayed during the Romanza — but the Scherzo was full of breathtaking musicmaking by the trio, and the Ensemble had a hard-edged precision that shone like steel.

The flute accompanying the strings was wielded by the brilliant, young Marina Piccinini.

She began her portion of the evening with American composer Arthur Foote's attractive and romantic A Night Piece For Flute And Strings. Foote feels like an American Elgar with lush harmonies and orchestration for melodies that sigh with sentiment. Piccinini was just wonderful using an rich, woody lower register, a piercing almost-overblown high register and wide dynamic range to color the music in broad, bright tones and detailed clarity of phrasing.

Swiss composer Frank Martin's Ballade was Piccinini's next selection. Its mounting climaxes and frantic accelerandi, that Piccinini handled with a wonderful combination of abandon and care, seemed to stretch this young virtuoso to the limit.

Not so. She returned with pianist Robert Kortgaard for Borne's Carmen Fantasie that's a set of edge-of-the-cliff, note-strewn variations on Bizet's old war horse, that almost had Piccinini turning her flute inside out.

An evening of real musical excitement.

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THE CORPORATION OF THE CITY OF HAMILTON

T.W.D.
N.
J.C.
D.D.

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

HAMILTON OLYMPIC CLUB
c/o A. William Parish
95 Burris Street,
HAMILTON, Ontario. L8M 2J6

LIAISON PERSON A. William Parish PHONE NO. 549 - 3376

**B. AMOUNT OF GRANT REQUEST:** $ 1,500.

**C. PURPOSE OF GRANT:** (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST ..... | $ 29,500. | 95.16 |
| - CITY'S CONTRIBUTION (GRANT REQUEST) ..... | $ 1,500. | 4.84 |
| TOTAL OPERATING BUDGET | $ 31,000. | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

**FOR CITY USE ONLY**

**RECOMMENDATION**

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

**GRANT PAYMENT**

- UPON CITY COUNCIL APPROVAL $ _____
- OTHER DATE OR INSTALMENTS $ _____ _____ (date)
  $ _____ _____
  $ _____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

The Club was formed in 1926 and incorporated under the laws of Ontario on 18 September, 1926, as a non profit organization without share capital. It is not registered as a charity under provision of the Income Tax Act as only national sports governing bodies are registered under the Income Tax Act.

2. What are the general objectives and/or services of your organization?

Promotion of Track and Field Athletes. Training Track and Field Athletes and Officials.

Assist Hamilton Athletes to attend track and field meets - arrange transportation and pay entry fees.

Conduct Track and Field Meets, including Road Races.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

The Hamilton Olympic Club provides services to track athletes, sprinters to marathons, athletes interested in road races, jumpers and athletes interested in throwing. We have had a few members who walked competitively. Other organizations have been started but it is doubtful if any other in 1989 will provide services in all the specialties. One organization which has been established for a number of years is for road racing only.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes X If yes, please indicate number and type of involvement.

Approximately 50 volunteers actively involved as Coaches, Directors and/or Officials at meets and administration of the Club. In addition some 80 athletes are trained.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

The Hamilton Olympic Club is a local organization but a member of the Ontario Track and Field Association.

6. Does your organization provide a service to:

(a) All citizens _____

(b) A specific group X

(c) A specific area _____

Describe briefly:

Any Athlete or Official interested in track and field Athletics.

7. In what geographical area does your organization operate?

Hamilton - Wentworth

Some training is done in Toronto due to lack of facilities in Hamilton.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

Payment of expenses of our Athletes, transportation, entry fees, and accommodation.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

Young track and field Athletes must have competition to improve. Hamilton Olympic Club provides Coaches ro supervise training, arrange facilities and make arrangements for the Athletes to attend meets.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES ____ No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

SEE ATTACHED

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

NO

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Our Coaches and Athletes are operating a Bingo. Efforts are under way to increase number of members.

The Club co-sponsors the Round the Bay race with Sertona Club

HAMILTON OLYMPIC CLUB

10 (a)

FEDERAL GOVERNMENT

In May 1988 a grant of $1,267. was received under Challenge 88 Summer Employment Program.

Athletes who reach National Standards receive Grants from Sports Canada. It is expected that one of our athletes will receive assistance in 1988/89. Andrew Mowatt of the Club was a member of the Canadian Team at the Seoul Olympics.

PROVINCIAL

In 1987 application was made for a grant under Best Ever Ontario Participation Development Program to introduce students, age 8-16 to Track and Field Athletics. In July 87, $9,750. out of $10,000. requested was received. The Hamilton Olympic Club was to provide $3,000. to the program and one of our coaches was retained as a co-ordinator of the program which is to last one year to July 1988.

Some 600 youths from the Recreational Centres were involved in the program. The Club is considering continuing the Program on a reduced scale.

WINTARIO

Applications are made for 50% of the traval expenses to Championships. The grants are supervised by Sports Ontario and Ontario Track and Field Association. The grants are often received 6 months after the application are are sometimes only 40% to 50% of the 50% applied for. The 1988 applications have not been granted to date.

| | |
|---|---|
| MUNICIPALITY OF HAMILTON WENTWORTH | NIL |
| UNIED WAY OF HAMILTON WENTWORTH | NIL |
| HAMILTON TIGER CAT ATHLETIC TRUST | NO SPECIFIC AMOUNT REQUESTED |
| TAG DAY | WITH APPROVAL OF CITY OF HAMILTON |

BINGO

In February 1986, City of Hamilton granted a license for Bingo. In February 1987 a license was granted for $3,500. prize money bi-weekly.

MEMBERSHIP FEES

Athletes, Individuals and Corporations.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

YES Membership Fees - Athletes

| | |
|---|---|
| Senior | $50.00 |
| Juvenile | 40.00 |
| Midget, Bamtam | 25.00 |

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 1985 | $ 1,500. | $ 1,500. |
| 1986 | $ 1,650. | $ 1,560. |
| 1987 | $ 1,500. | $ 1,000. |
| 1988 | $ 1,500. | $ 1,000. |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1990 | $ 1,500. |
| 1991 | $ 1,500. |
| 1992 | $ 1,500. |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Services to Track and Field Athletes will have to be reduced.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

NO The lack of outdoor facilities in Hamilton prevent the Club from staging a major meet with International Athletes.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

Services will have to be reduced.

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

YES Mamber of Hamilton Olympic Club are active in Canada Games, Spectator Indoor Games and assist Games for Handicapped.

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|

SEE ATTACHED

# HAMILTON OLYMPIC CLUB

P.O. Box 1235, Station 'D', Hamilton, Ont., L8V 4L6

Affiliated with
SOUTHWESTERN REGION — ONTARIO TRACK & FIELD ASSOCIATION,
CANADIAN TRACK & FIELD ASSOCIATION

EXECUTIVE OFFICERS

| | | | |
|---|---|---|---|
| President | Mrs. Catherine Ray | 208 Main St. East,<br>Grimsby, Ontario<br>L3M 1P6 | 945 1604 |
| Vice President | Warren Young | 74 Galbraith Drive<br>Stoney Creek, Ontario<br>L8G 1Z9 | 662 8244 |
| Vice President | Tim Andersen | 62 Creighton Rd.<br>Dundas, Ontario<br>L9H 3B6 | 628 2432 |
| Secretary | Mrs. Karen Stuart | 8 Oriole Cres.<br>Grimsby, Ontario<br>L3M 3X4 | 945 8679 |
| Treasurer | A. William Parish | 95 Burris Street,<br>Hamilton, Ontario<br>L8M 2J6 | 549 3376 |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

15 October, 1988

Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

A. William Parish

Hon. Treasurer

Name and Title of Officer Making Application

Signature of Officer Making Application

549 - 3376

Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year 31 Oct. 1987 (2) | Fiscal Year Ended: Estimate Current Grant Year 31 Oct. 1988 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| Memberships | 2,765. | 4,200. | 1,435. | |
| Interest - Trust | 794. | 700. | (94.) | |
| Road Races | 2,454. | 2,100. | (354.) | |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | NIL | 1,267. | 1,267. | |
| Government of Ontario | NIL | NIL | | |
| Other Municipalities (Specify) | | | | |
| City of Hamilton | 1,000. | 1,000. | - | |
| Hamilton Tiger Cat Athletic Trust | 500. | - | (500.) | |
| Wintario | - | - | | |
| United Way Grants | Nil | NIL | | |
| OTHER (Specify) | | | | |
| Tag Day | 501. | | | |
| Bingo | 14,643. | 19,500. | 3,857. | |
| Uniforms | 42. | 200. | 158. | |
| **TOTAL REVENUES** | 22,699. | 28,967. | 6,268. | |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | NIL | 1,500. | 1,500. | |
| Other (Specify) | | | | |
| Athletes expenses | 11,042. | 18,500. | 7,458. | |
| Honorarium | 1,600. | 4,000. | 2,400. | |
| Equipment | 1,067 | 621. | (446). | |
| Administration | 2,696. | 3,500. | 804. | |
| Best Ever Program | 3,000. | 402. | (2,598.) | |
| Indoor Games | 150. | - | (150.) | |
| Sundries | 157. | - | (157.) | |
| **TOTAL EXPENDITURES** | 19,712. | 28,523. | 8,811. | |
| **SURPLUS OR (DEFICIT)** | 2,987 | 444. | | |

NOTE: $2,000. of Surplus required to support increase in Bingo Prizes from $1,500. to $3,500.

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position (1) | Fiscal Year Ended: Actual Preceding Year 31 Oct. 1987 (2) | Fiscal Year Ended: Estimate Current Grant Year 31 Oct. 1988 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| Nicky Knapp (co-ordinator) (Summer Employment) | NIL | 1,500. | 1,500. | |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | NIL | 1,500. | 1,500. | |

# Hamilton Artists' Inc.

143 James St,N,Hamilton,Ont,
L8R 2K8 Phone:529-3355


3:00 pm

Mr. D. K. Beattie
Grants Co-ordinator
The Corporation of the
City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

October 26, 1988

Dear Mr. Beattie,

Thank you very much for allowing us an extension for our grant application. As you will find in our application, we are seeking to expand our organization to meet the demands set forth by our membership. We are committed to widening our programming as the community becomes more and more interested in seeing a multi-disciplined program of artists' work. To illustrate this we have enclosed an outline of past and future visual arts programming as well as alternative art programming (i.e.: film, video, performance art, poetry readings, etc.).

We are also looking for a new location which will not only accommodate large format works (sculptures and installations), but will allow us the space for larger audiences for our screenings and performances. Though our landlord is benevolent in charging us only 10% of the market value for rent, there will come a day when we will have to relocate. We are preparing for this now by setting up a relocation fund.

If you have any questions regarding our application please do not hesitate to call either Ray Cinovskis or myself at 529-3355.

Thank you.

Yours Truly,

Lisa Celotto
Administrative Director

/lc
encl.

APPLICATION
GENERAL GRANTS
(Rev. February 1987)

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

HAMILTON ARTISTS INC.
143 James St. North
Hamilton , Ontario, L8R 2K8 (416) 529-3355

LIAISON PERSON Ray Cinovskis PHONE NO. 529-3355 or 627-7075 (H)

**B. AMOUNT OF GRANT REQUEST:** $ 4000.00

**C. PURPOSE OF GRANT:** (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST ..... | $104,100.00 | 96.3% |
| - CITY'S CONTRIBUTION (GRANT REQUEST) ..... | $ 4000.00 | 3.7% |
| TOTAL OPERATING BUDGET | $108,100.00 | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

**RECOMMENDATION**

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

**GRANT PAYMENT**

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

Hamilton Artists Inc. was initiated in June of 1975 as "Hamilton Artists' Co-op" and in September of 1979 became incorporated as a non-profit organization. In march of 1982 we were granted charitable status retroactive to October 1, 1981. "H.A.I. is currently governed by an eleven member Board of Directors elected from and by the general membership at our Annual General Meeting which takes place each October. The number of members fluctuates slightly but remains at approximately 230.. We employ one Program Coordinator who is responsible for the administration and presentation of all programs and exhibitions and one Administrative Coordinator responsible for the day-to-day operation of the gallery and membership files. An effort is constantly made to employ artists and Arts Administrators through any available work programs offered by the federal or provincial governments (this last year allowing H.A.I. to hire, on a short term basis, one fundraiser, one printshop coordinator and one administrative assistant). The employment programs accessed this last year were both through the department of Employment and Immagration (Section 38 and S.E.E.D.) (PLEASE SEE ATTACHED)

2. What are the general objectives and/or services of your organization?

In addition to providing much needed exhibition space for area artists, we also offer an exhibition venue for art that would not gain easy access to commercial or public galleries in Hamilton. Our ongoing mission is to:

Encourage the development of art and foster a positive ongoing relationship between the artist and the community. This is achieved by providing a centre which serves as a social backdrop for the purposes of exhibitions, exchanges and the cultivation of ideas as well as the apprasial of skills and concepts.

To sponsor projects and events which will invite the community to participate and advance the cultural awareness and enrichment of the community as a whole.

Please refer to the attached program report of lastyears activities for specific accomplishments.

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?

THE CORPORATION OF THE CITY OF HAMILTON

1. (CONTINUED)

Hamilton Artists Inc. is a member of CARO (Canadian Artists Representation Ontario), ANNPAC/RACA (Association of National Non-Profit Artist-Run Centres) and HARAC (Hamilton and Region Arts Council).

Copies of our Charter, Bylaws and Charitable registration are included in this application. Our Charitable Tax Number is 061677-22-14.

3.

The Hamilton Artists Inc. exists as the only artist-run centre in Hamilton with the exception of N.I.I.P.A. (The Native Indian and Inuit Photographers' Association), which is a North American organization dealing exclusively with work by native photographers.
HAI offers a wide variety of visual art programmes in addition to auxiliary programmes in film, video, performance art , new music, poetry readings and workshops led by artists. We have maintained a series of artists'-talks by Canadian artists exhibiting with us as a means of inspiring national dialogue on art issues. This series is programmed annually and the talks are open to the public - free of charge.
H.A.I continues to maintain its new music series "Artsound" to promote local, regional and national composers and musicians who work in experimental and innovative forms of music.
Zone cinema is a programme of HAI which presents alternative/experimental films by Canadian and international artists. Ongoing presentations in both video and performance art increase community awareness of alternative art disciplines and responds to the demands of our membership who wish to see more programme of this kind.
Shikata Ga Nai, an exhibition originating from HAI spotlighting Japanese -Canadian contemporary artists , has continued to tour Canada since 1987. Final arrangements are currently underway to have the exhibition presented at Burnaby Gallery in Vancouver, B.C.
In the past year the gallery has continued to operate an artists' studio for printmakers in need of equipment and /or instruction.This venture has been realized by a full-time administrator whose position was created through a Federal Job Development programme.
The Printshop is an accessible production facility for regional artists and was established to inspire an "art-dialogue" within a studio context which raises the profile of printmaking and of area printmakers. This programme is an expansion of our current mandate. At present there is no other outlet for artists working in this medium to produce works in this area.
Generally, HAI remains unprecedented in its scope and diversity of programming within the Hamilton community.There is no other art centre in the city which encompasses such a large and active artist membership. Thus HAI is an invaluable addition to the community's cultural history.With an increased focus on developing a national dialogue through programmed exchange exhibitions with other artist-run centres across Canada, HAI continues to act as an representative of Hamilton to the cultural community in our country by drawing attention to our city's cultural resources. One major example of this is the production of Climbing the Cold White Peaks, a survey of Hamilton artists from 1910 to 1950 (Hamilton's first art historical document). Copies of this book were produced in 1986 to supplement a major visual art exhibition in cooperation with the Art Gallery of Hamilton. Since then, universities, book stores and art galleries, (including the National archives in Ottawa) have received copies for their collections and/or for public distribution.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes ✓ If yes, please indicate number and type of involvement.

PLEASE SEE ATTACHED

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

PLEASE SEE ATTACHED

6. Does your organization provide a service to:

(a) All citizens X PLEASE SEE ATTACHED

(b) A specific group _____

(c) A specific area _____

Describe briefly:

7. In what geographical area does your organization operate?

PLEASE SEE ATTACHED

4.
Yes, volunteers participate in our programme.
Hamilton Artists Inc. relies heavily on support from members acting as volunteers. Our board of directors is a "working board" as each member is assigned a responsibility as head of a specific committee to carry out the tasks of running fundraising events, newsletter publication, maintenance, or, most importantly, selecting exhibitions for upcoming programming. Our most visible body of volunteers are those who participate in running our bi-weekly bingo games. Approximately 32 members, working in teams of eight, devote their time to this task. In addition, we rely on volunteers to man the gallery on Saturdays from 11a.m. to 4 p.m..
It is difficult to estimate a specific number of volunteers involved at HAI, however, a close estimate would illustrate that about half of our membership remains involved on an ongoing basis and their support has evolved over a period of years, creating a cohesive support system. Given our minimal funding base and our tow employees who are always overworked, an active active volunteer system is vital to our growth and continued maintenance as an art centre.

5.
HAI is local in nature. However, we are members of two national organizations for professional artists. ANNPAC/RACA (Association of National Non-Profit Artist -Run Centres) and CARO (Canadian Artists Representation Ontario) which provides us with a voice and representation within a national network.

6.
Our organization provides a service to all citizens.
Although we represent Hamilton artists, many of our exhibitions have involved community themes and have encouraged new participants in Hamilton art-culture. We have sponsored numerous artist-talks which generate awareness and educate the community at large and have conducted school tours through the facility. Our programme us varied enough to capture the interest of all members of our community while advocating racial and sexual equality.

7.
Our organization operates in the City of Hamilton.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

PLEASE SEE ATTACHED

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

PLEASE SEE ATTACHED

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|
| August 15, 1988 | Ontario Arts Council | $73,779.00 | 31,000.00 (unofficially confirmed) |

(several other minor grants were submitted for specific projects and programs over the last year , this list is now being compiled and will be forwarded shortly)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

PLEASE SEE ATTACHED

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

PLEASE SEE ATTACHED

8.
We wish to appeal our fixed category of $2,000.00. In this respect we are requesting $4,000.00 to account for inflation retroactively (our municipal grant has been frozen at the $2,000.00 level since 1979.) Grant funds will be used to offset our general operations expenditures. Over the past few years we have developed an extensive programming schedule which demands a great deal of attention from our two permanent staff members. The staff are paid a part-time salary for full-time work and the board of directors are committed to improving this situation. Support from the municipality is becoming more critical to our organization due to the fact that we anticipate having to relocate at some time in the near future. Our current rental costs are far below market value and some method of raising the additional funds will be necessary.

9.
HAI continues to serve Hamilton by enhancing its cultural awareness and by serving the needs of its artists and citizens. We have organized numerous exhibitions throughout our fourteen year history which have promoted the region and its public image. Our exchange shows featuring Hamilton Artists have toured to Scotland, New York City, Buffalo, Guelph, Quebec City, Burlington, London, St. Catherines, and Regina, and we are currently organizing exchanges with Australia and Vancouver. These touring ventures serve to expand Hamilton's cultural image to other regions and also draw provincial, national and international audiences. We also continue to encourage local emerging artists by giving them representation in solo and group shows. Our major projects such as The Hamilton Now Show, Climbing the Cold White Peaks, and Shikata Ga Nai have proven to be catalysts in revitalizing public appreciation of our city's artists. HAI is devoted to supporting the artists in our city and inspiring dialogue between visiting artists and members of this community. With this in mind we are confident that HAI merits substantial support from the city which will, in turn, allow us to continue our programming with the same level of quality.

10. (b)
Municipal support is always important to us as it indicates municipal endorsement of our organization at the federal and provincial levels. As a volunteer organization every effort is made to operate as cost effectively as possible. If no funding were to offered by the City, this would hinder support from provincial and federal sources since community and municipal support and involvement is viewed as an essential criteria to arts councils.

11.
We have applied successfully for provincial operations funding. Our fundraising ventures consist of :
Bi-weekly BINGO games which are staffed by our own volunteers
A two-week long annual "Print Sale" of original works donated by artist-members
Advertising sales in our quarterly newsletter
Book sales of Climbing the Cold White Peaks
Donation box located in the gallery
Ongoing membership and corporate sponsorship drives
Employment and supervision of a full-time fundraiser, through a federal job creation programme.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

PLEASE SEE ATTACHED

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | Requested Amount | Approved Amount |
|---|---|---|
| 87-88 | $ 3,000 | $ 2,000 |
| 86-87 | $ 2,000 | $ 2,000 |
| (special request) 85-86 | $ 4,000 | $ 3,000 |
| 84-85 | $ 2,000 | $ 2,000 |
| 83-84 | $ 2,000 | $ 2,000 |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1989-90 | $ 4200 |
| 1990-91 | $ 4410 |
| 1991-92 | $ 4630 |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

PLEASE SEE ATTACHED

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

PLEASE SEE ATTACHED

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

PLEASE SEE ATTACHED

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| Jane Gordon | PO BOX 1273 Waterdown, Ont. | | 689-8396 |
| Donna Ibing | 549 Regina Dr. Burlington | | 632-4233 |
| Robert Mason | 407 Bay St. N. Hamilton | | 522-9916 |
| Richard MacKinnon | 397 Catherine St.N. Hamilton | | 528-7142 |
| Reinhard Reitzenstein | 146 Ridge Rd.W. Grimsby | | 945-4458 |
| Lisa Wohrle | 5 Rockwood Pl. #12 Hamilton | 627-4265 | 528-5752 |
| Joseph Wyatt | 187 Caroline St. Hamilton | 527-6610 | 525-4536 |

12.
Membership fees:
$15.00 - Artist membership
$10.00 - Student/Unemployed
$20.00 - Supporting membership and family membership
$40.00 - Institutional membership

Admission fees are charged for Artsound Concerts and film screenings
Climbing the Cold White Peaks and Shikata Ga Nai catalogues are $15 and $5 respectively.
Members of HAI receive discounts on catalogues and admission fees.

15.
Please see response to question 10 (b).

16.
The Federal Government's Applebert Commission study on the arts and the provincial "MacAully Report" indicate, for a number of reasons, a lack of readily available funds for culture in Canada. Ironically, the economical contribution from cultural production is unreciprocated. Artist-run centres are vital organizations for contemporary art in Canada and unfortunately continue to remain subsidized by the artists themselves. It is difficult and unrealistic to anticipate survival on a user fee policy for the visual arts, therefore, ongoing government support on all three levels is imperative.

Our service will be reduced if assistance is terminated by the city because we will have to rely on even more volunteer labour to administrate the gallery.

17.
Definitely yes. We have provided services in a variety of ways to the City over the past fourteen years when called upon.

THE CORPORATION OF THE CITY OF HAMILTON

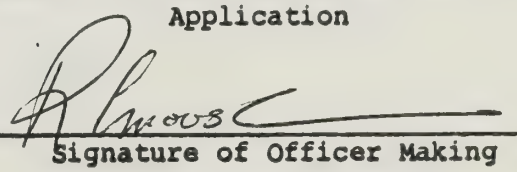
19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

October 26, 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Ray Cinovskis

Program Coordinator
Name and Title of Officer Making Application



Signature of Officer Making Application

529-3355
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year Sept.30 1988 (2) | Fiscal Year Ended: Estimate Current Grant Year Sept.30 1989 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| please see attached | | | | |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | 15,540 | 29,900 ($9,900 brought forward from 87/88) | 14,360 | 48 % |
| Government of Ontario | 30,299 | 31,000 | 701 | 2.3% |
| Other Municipalities (Specify) | | | | |
| City of Hamilton | 2,000 | 4,000 | 2,000 | 50% |
| United Way Grants | | | | |
| **OTHER** (Specify) | | | | |
| Corporate/Foundation | | 5,000 | | |
| **TOTAL REVENUES** | 83,962 | 108,100 | 24,138 | 22% |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | 24,537 | 32,000 | 7,463 | 23% |
| Other (Specify) | | | | |
| Fixed Costs (rent,utilities, insurance, etc.) | 9,206 | 21,700 | 12,494 | 58% |
| Admin. Office, Eq. costs | 15,615 | 17,000 | 1,385 | 8% |
| Renovations | 5,128 | 1,000 | -4,128 | -80% |
| Programming Costs | 28,066 | 34,400 | 6,334 | 18% |
| **TOTAL EXPENDITURES** | 82,552 | 106,100 | 23,548 | 22% |
| Deficit Sept.30/87 | (3,410) | Sept.30/88 (2,000) | | |
| **SURPLUS OR (DEFICIT)** | 1410 | Ø | | |
| | Sept.30/88 (2,000) | | | |

# Hamilton Artists' Inc.

143 James St,N,Hamilton,Ont;
L8R 2K8 Phone:529-3355


Appendix "A"
Exhibit 1
Application General Grants

| | Sept.30, 1988 | Sept.30,1989 | Increase + Decrease - over preceeding Fiscal Year Amount | % |
|---|---|---|---|---|
| REVENUES | | | | |
| Income (Specify) | | | | |
| Memberships | 2,468 | 2,500 | | |
| Sale of Advertising | 190 | 200 | | |
| Commission on Sales | 147 | 300 | | |
| Donations | 2,272 | 2,500 | | |
| BINGO (net) | 24,047 | 26,000 | | |
| Admissions | 935 | 1,100 | | |
| Rental Income | 1,934 | 500 | | |
| Bank Interest | 920 | 1,000 | | |
| Print Studio Income | 2,255 | 3,000 | | |
| Catalogue and Book Sales | 955 | 1,100 | | |
| | 36,121 | 38,200 | | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position (1) | Fiscal Year Ended: Actual Preceding Year Sept.30 1988 (2) | Fiscal Year Ended: Estimate Current Grant Year Sept.30 19 89 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| Lisa Celotto<br>Administrator | 12,268.50 | 16,000 | 3,731.50 | 23% |
| Ray Cinovskis<br>Program Coordinator | 12,268.50 | 16,000 | 3731.50 | 23% |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | 24,537 | 32,000 | 7,463 | 23% |

FOR ACTION

3.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1989 March 23
*COMM FILE:*
*DEPT FILE:* 50.20.43
(4509)

*SUBJECT:* **Bell Cairn School**

*RECOMMENDATION:*

That approval be given to inform the Board of Education for the City of Hamilton that the City has no requirements for Bell Cairn School.

D. W. Vyce

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

The City is in receipt of a letter from the Board of Education for the City of Hamilton advising that Bell Cairn School on Beach Boulevard is surplus to their requirements and available for sale.

City Departments were circularized for comments on their requirements of this school.

For your information, the Ministry of Correctional Services is in the process of purchasing Bell Cairn School to be used as a Staff Training and Development Centre.

c.c. - Alderman D. Agostino
- Alderman F. Lombardo

4(a)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 29
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** MOBILE RADIO MAINTENANCE, VARIOUS CIVIC DEPARTMENTS

**RECOMMENDATION**
That a purchase order be issued to G.E. Mobile Communications Inc., Hamilton, for Mobile Radio Maintenance for various Civic Departments during 1989, 1990 and 1991, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, as follows:

1989 - $33,910.92
1990 - 34,131.12
1991 - 36,643.80

NOTE: Lowest of four (4) tenders received. Funds provided in various Mobile Radio Maintenance Accounts.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND** - Tender Analysis

| | TOTAL ANNUAL COST | | |
|---|---|---|---|
| | 1989 | 1990 | 1991 |
| G.E. Mobile Communications Inc., Hamilton | $33,910.92 | $34,131.12 | $36,643.80 |
| Motorola Canada Limited, London | 41,813.64 | 41,813.64 | 41,813.64 |
| National Mobile, Mississauga | 52,192.44 | 51,163.20 | 54,648.72 |
| Cardon Communications Inc., Hamilton | 54,137.88 | 54,137.88 | 55,912.20 |

4(b)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 28
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** SUPPLY AND DELIVERY OF ELECTRIC LIGHT BULBS, PURCHASING STORES

**RECOMMENDATION**

That purchase orders be issued for the supply and delivery of Electric Light Bulbs as and when required for Purchasing Stores during 1989, in accordance with specifications issued by the Manager of Purchasing and Vendors' tenders, as follows:

1. WESTINGHOUSE/WESCO, HAMILTON
   Approximate value of order $82,809.96
   Terms 2% 10 days, net 30
   Discount off items not listed - 50%
   Provincial sales tax extra at 8%

2. NEDCO, DIV. OF WESTBURNE, HAMILTON
   Approximate value of order $25,617.59
   Terms 2% 10 days, net 30
   Discount off items not listed 45%
   Provincial sales tax extra at 8%

3. GUILLEVIN INTERNATIONAL INC., HAMILTON
   Approximate value of order $32,277.81
   Terms 2% 10 days, net 30
   Discount off items not listed 40%
   Provincial sales tax extra at 8%

NOTE: The suppliers being recommended have bid the lowest unit prices of nine (9) tenders received on the 200 types of light bulbs that are included in the tender. Funds are provided in various Stock Inventory accounts.

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**

Eighteen suppliers were requested to bid. Three declined and six did not respond.

4(c)

# FOR ACTION

**REPORT TO:** MR. JOHN THOMPSON, SECRETARY
FINANCE COMMITTEE

**FROM:** MR. T. BRADLEY, MANAGER
PURCHASING

**DATE:** 1989 March 23
**COMM FILE:** 1-8.1
**DEPT FILE:**

**SUBJECT:** EMERGENCY REPAIRS TO GAS LINE, IVOR WYNNE STADIUM

**RECOMMENDATION**
That a purchase order be issued to Union Gas Limited, Hamilton, in the amount of $17,506.10 for emergency repairs to the Gas Line at Ivor Wynne Stadium.

NOTE: Only supplier available. Funds provided in Operating Account CH56103-31339

As the gas service has been turned off to the entire Ivor Wynne Complex until these repairs have been completed, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

**FINANCIAL IMPLICATIONS (IF NONE, STATE N/A)**
See above RECOMMENDATION

**BACKGROUND**
After communications reported the smell of natural gas emanating from various areas at the north stands at Ivor Wynne Stadium, ensuing inspections by the Gas Company determined that several areas of the present subterranean gas piping were in very poor condition. Because areas of this piping have been repaired in the past, it was determined that a partial repair was neither cost effective nor recommended.

Union Gas advise that by using their own staff, by increasing the working pressure of the new system and by providing regulators and meter section equipment without charge, an economical long term solution is available to the City.

DEPARTMENT OF PUBLIC WORKS

CENTRAL GARAGE

FOR ACTION

5(a)

REPORT TO: Mr. J. D. Thompson
Secretary Finance Committee

FROM: Mr. G. T. Kerr
Manager Fleet Services

DATE: 1989 March 29
COMM. FILE:
DEPT. FILE: 89-36

SUBJECT: Request for major repair approval over $10,000.00
- Engine Replacement in Garbage Packer #9115

RECOMMENDATION

(a) That approval be given for an engine replacement in Garbage Packer 9115

Engine replacement $5,950.00 plus tax, engine core charge $3,750.00 and miscellaneous parts charges of approximately $3,000.00 for a total cost of $12,700.00 plus tax.

(b) That this expenditure will be charged to the Major Repair Reserve Account.

Account Number RF55024 25203

G. T. Kerr
Manager Fleet Services

E. C. Matthews
Treasurer

FINANCIAL IMPLICATIONS

Recovery of the engine core charge of $3,750.00 is possible after inspection by the supplier which could take up to 30 days.
Without the engine replacement this Packer would be out of service requiring a replacement Packer.

BACKGROUND

This is a 1983 Ford Garbage Packer not presently scheduled for replacement and the balance of the Packer is presently in decent condition. By replacing the engine the life of this Packer will be extended not requiring present replacement, a savings to the Equipment Reserve account of approximately $85,000.00.

GK:fh
cc: Mr. J. G. Pavelka, Director of Public Works
Mr. C. Guthro, Superintendent of Operations - Central Garage
Mr. S. Chandrashekar, Supervisor Accounting

5(b)

DEPARTMENT OF PUBLIC WORKS

CENTRAL GARAGE

FOR ACTION

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. G. T. Kerr
Manager, Fleet Services

DATE: 1989 March 29
COMM. FILE:
DEPT. FILE: 89-35

SUBJECT: Request for repair approval over $10,000.00
- Repairs to Fire Department Pumber #8

RECOMMENDATION:

(A) That approval for major body repairs to Fire Department Pumber number eight; license CA3658 be awarded to C. E. Hickey & Sons in the amount of $21,875.00

(B) That this expenditure be charged to Account No. CH57105-48005 - Repairs and Maintenance Automotive Equipment - Fire Department

G. T. Kerr
Manager Fleet Services

E. C. Matthews
Treasurer

FINANCIAL IMPLICATIONS

Without the completion of the repairs this Fire Department vehicle would require replacement, as it would be considered unsafe due to rust and body rot around the gauges, water outlets and the cab. Replacement cost would be approximately $175,000.00.

BACKGROUND

Estimates for the repairs were received from four companies:

(a) Creative Collision $16,365.00

(b) C. E. Hickey & Sons $21,875.00

(c) Paling Incorporated $25,863.86

(d) Ontario Truck Division $30,346.92

The estimates were thoroughly inspected and the companies facilities and repair procedures investigated. C. E. Hickey and Sons is the preferred choice of Mr. C. Guthro of Central Garage and Mr. Bob Kay of the Fire Department.

cont.....

C. E. Hickey and Sons specialize in repairs to fire trucks and after visiting and inspecting their professional operation and quality of repairs both men recommend the repairs to Pumber number eight be carried out by this company.

Though C. E. Hickey and Sons are the second lowest estimate, their work appears far superior, their estimate concise are on giving us the best quality work for our dollar.

The lowest estimate from Creative Collision is very vague, and leaves room for additional costs. This company cannot accomodate our vehicle indoors repairs would have to be partially completed outdoors.

The lack of proper facilities could depending on weather cause repair delays.

This company does not have a history of the quality of work that is expected in repairs for this type of truck.

GK:fh

cc: Mr. J. G. Pavelka - Director of Public Works
Mr. C. Guthro - Superintendent of Operations - Central Garage

DEPARTMENT OF PUBLIC WORKS

CENTRAL GARAGE

FOR ACTION

5(c)

REPORT TO: Mr. J. D. Thompson
Secretary, Finance Committee

FROM: Mr. G. T. Kerr
Manager, Fleet Services

DATE: 1989 March 29
COMM. FILE:
DEPT. FILE: 89-30

SUBJECT: Request to replace vehicle 9318 from 1989 Depreciation List with vehicle 9306

RECOMMENDATION:

That vehicle 9306 a 1982 Ford Pickup instead of 9318 a 1982 Ford Van be replaced from the 1989 Equipment Reserve Account.

G. T. Kerr
Manager Fleet Services

E. C. Matthews
Treasurer

FINANCIAL IMPLICATIONS:

Over and above the normal maintenance cost for each vehicle approximately $4,800.00 for engine and body repairs will not be required for vehicle 9306.

BACKGROUND:

Presently the list of equipment approved for replacement from the 1989 Equipment Reserve Account has provision to replace vehicle 9318 a 1982 Ford Van at an estimated replacement cost of $18,000.00.

Since the list was submitted for approval, it has come to staff's attention that vehicle 9318 a 1982 Ford Van will be more economical to maintain as engine and body repairs have been previously completed than vehicle 9306 which can be considered to be equal. The repairs to vehicle 9306 can be considered to be equal. The repairs to vehicle 9306 over and above normal maintenance costs for either vehicle would be approximately $4,800.00 for body and engine repairs.

cont....

Rather than wait until next year to replace 9306 the 1982 Ford Pickup it is being recommended that this vehicle be replaced this year and that the replacement of ehicle 9318, the Ford Van, be postponed to save the City from having to spend the $4,800.00 for body and engine repairs.

GK:fh

cc: Mr. J. G. Pavelka, Director of Public Works
Mr. C. Guthro, Superintendent of Operations - Central Garage
Mr. A. den Otter, Acquisition Officer

6(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 31
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **HOLD SPIRIT CENTRE -- REQUEST FOR TAX EXEMPT STATUS RETROACTIVE TO JANUARY 1, 1988.**

*RECOMMENDATION:*

(a) That the Sisters of Social Service (Holy Spirit Centre) be granted tax exempt status on a portion of the property at 88 Fennell Avenue West effective January 1, 1989, and

(b) That the City Solicitor be authorized and directed to prepare the City by-law, based on Bill Pr 61 known as "The Sisters of Social Service Act, 1988" which received Royal Assent on February 27, 1989, to allow tax exempt status on that portion of property at 88 Fennell Avenue West to which the bill pertains, as at January 1, 1989.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

| | Taxable Assessment | 1988 Tax Dollars | Proposed Exemption | City's Share (Approx. 30%) |
|---|---|---|---|---|
| Centre | $ 95,752 | $28,652 | $28,652 | $8,600 |
| Residence | 8,990 | 2,690 | - | - |
| | $104,742 | $31,342 | $28,652 | $8,600 |

*BACKGROUND:*

City Council at its meeting of February 9, 1988 in adopting item 8 of the 3rd Report of the Finance Committee gave support to the Sisters of Social Service to obtain tax exempt status.

The Council resolution (copy attached) and the Finance Committee minutes (copy attached) are silent on the issue of the effective date of the tax exempt status. The Bill Pr 61 allows for the municipality to set an effective date retroactive to January 1, 1988. I do not however, recommend a retroactive adjustment and I am therefore proposing that the effective date of the tax exempt status be January 1, 1989.

Att's

8. That City Council support the Sisters of Social Service in their pursuit to obtain Tax Exempt Status from payment of real property taxes on the property located at 88 Fennell Avenue West known as the Holy Spirit Centre.

Note: The Holy Spirit Centre, which is owned and operated by the Sisters of Social Service, is a non-profit, charitable organization offering retreat and conference facilities for human and spiritual enrichment. The Sisters of Social Service wish to pursue whatever avenues may be open to them to obtain Tax Exempt Status, such as a private member's bill to the Provincial Legislature or an appeal to the Assessment Review Court under the provisions of the Assessment Act.

Tuesday, 1988 February 02
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

There were present: Alderman P. O. Valeriano, Chairman
Alderman T. Cooke, Vice-Chairman
Mayor R. M. Morrow
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman P. Cowell
Alderman J. Gallagher
Alderman D. Ross

Also present: Mr. L. Sage, Chief Administrative Officer
Mr. R. Hammel, Acting Treasurer
Mr. T. Daw, Manager of Revenue
Mr. L. Nelson, Supervisor of Taxation
Mr. T. Bradley, Manager of Purchasing
Mr. P. Hooker, City Solicitor's Department
Mr. J. J. Schatz, City Clerk's Department
Mrs. L. Peddle, Acting Secretary

*Holy Spirit Centre Delegation - Support to Obtain Tax Exempt Status from payment of the Centre's Real Property Taxes*

A delegation from the Holy Spirit Centre operated by the Sisters of Social Service located at 88 Fennell Avenue West appeared before the Committee. Alderman Valeriano introduced the delegation which consisted of Father John Beretta, Sister Anastasia, Director of the Centre and Mr. John S. Millar. Alderman Valeriano then introduced the members of the Committee as well as senior staff present.

Father John Beretta addressed the Committee advising of the role that the Holy Spirit Centre plays in the community following which he requested that the Committee and City Council support the Sisters of Social Service in their pursuit to obtain tax exempt status from the payment of real property taxes.

Sister Anastasia and Mr. John Millar briefly addressed the Committee on the same matter.

The Committee discussed the request made by the representatives of the Holy Spirit Centre after which the Committee agreed to forward the following resolution to City Council:

> "That City Council support the Sisters of Social Service in their pursuit to obtain Tax Exempt Status from payment of real property taxes on the property located at 88 Fennell Avenue West known as the Holy Spirit Centre.
>
> Note: The Holy Spirit Centre, which is owned and operated by the Sisters of Social Service, is a non-profit, charitable organization offering retreat and conference facilities for human and spiritual enrichment. The Sisters of Social Service wish to pursue whatever avenues may be open to them to obtain Tax Exempt Status, such as a private member's bill to the Provincial Legislature or an appeal to the Assessment Review Court under the provisions of the Assessment Act."

*Ontario Secondary School Principals' Council - Grant Request*

Ms. Betty Moore and Mr. Don Thorne, representatives for the Ontario Secondary School Principals' Council, appeared before the Committee to appeal City Council's decision to deny their grant request of $1 400. towards the conference being held in Hamilton 1988 February 24 - 26.

MILLAR, ALEXANDER, ISAACS & MILLAR

BARRISTERS & SOLICITORS

TELEPHONE (416) 528-1186

JOHN S. MILLAR, Q.C.
PETER R. W. ISAACS, B.A., LL.B.
JOHN PAUL MILLAR, B.A., LL.B.

SUITE 201 STELCO TOWER
100 KING STREET WEST
HAMILTON, ONTARIO
L8P 1A2

RECEIVED

MAR 22 1989

CITY CLERKS

March 21st 1989

City of Hamilton,
Office of the City Clerk,
City Hall,
Hamilton, Ontario

Attention: Mr. John Thompson
Secretary, Finance Committee

Dear Sir:

**Re. Sisters of Social Service**
**Holy Spirit Cenmtre**
**88 Fennell Avenue W., Hamilton**

Further to our telephone conversation, we would appreciate if an opportunity may be granted to The Sisters of Social Service to attend before the Finance Committee of the City of Hamilton at their next meeting, that we understand is April 4th, 1989.

We enclose photostat copy of letter dated February 11th, 1988 that the writer received from E. A. Simpson concerning a Resolution of Hamilton City Council approved February 9th, 1988. Since that date this matter has been progressing both through Appeals of the Regional Assessment and by processing of Private Bill of the Ontario Legislature.

Although the Assessment Appeal was heard last August the decision has been adjourned awaiting the results of the Private Bill.

The Private Bill received third reading on February 23rd and was given Royal Assent on February 27th, 1989. We enclose a photostat copy of the Bill that exempts the property owned by The Sisters of Social Service from taxation, except for the area of property which The Sisters of Social Service use as their own residence. By Section 3 of the Act you will note that a by-law passed under Section 1 by the City may be retroactive to January 1st, 1988, when this process actually began.

Attendance at the Finance Committee is sought to request passing of a by-law exempting the lands from taxation and having such by-law retroactive to January 1st, 1988.

continued...../2

The Regional Assessment Department have been notified of the Private Bill and the Regional Assessor should shortly have available an amended breakdown of assessment for this property, to reflect the intention of the Private Bill, showing therefore the assessment that wil continue to bear taxes and the portion that will be henceforth tax exempt.

We will deliver this further material to you hopefully before your next scheduled meeting.

Yours truly
MILLAR, ALEXANDER, ISAACS & MILLAR

per:
John S. Millar

JSM:aa
encls

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1988 February 11

Mr. John S. Millar, Q.C.
Millar Alexander Isaacs & Millar
Lawyers
Suite 201
100 King Street West
Hamilton, Ontario
L8P 1A2

Dear Sir:

This is to inform you officially that Hamilton City Council at its regular meeting held 1988 February 09, on the recommendation of the Finance Committee, approved supporting the Sisters of Social Service in their pursuit to obtain tax exempt status from payment of real property taxes on the property located at 88 Fennell Avenue West known as the Holy Spirit Centre.

With every wish for the success of your undertaking, I remain

Yours truly,

E. A. Simpson
City Clerk

EAS:JT:mjw

c.c. Sister Anastasia Young
Director
Holy Spirit Centre
88 Fennell Avenue West
Hamilton, Ontario
L9C 1E7

# Sisters of Social Service Act, 1988

## EXPLANATORY NOTE

The purpose of the Bill is set out in the Preamble.

BILL Pr61 1988

# An Act respecting The Sisters of Social Service

Preamble

Whereas The Sisters of Social Service, of the Roman Catholic Church, hereby represent that it was provincially incorporated on the 7th day of February, 1927; that it is registered as a charitable organization within the meaning of the Income Tax Act (Canada); that The Sisters of Social Service owns land known municipally as 88 Fennell Avenue West in the City of Hamilton; that premises known as Holy Spirit Centre are located on the land and used for the purpose of offering retreats and programs for human and spiritual enrichment to worshippers of all faiths; and whereas The Sisters of Social Service hereby applies for special legislation to exempt the aforesaid real property occupied and used by The Sisters of Social Services, from taxation for municipal and school purposes, other than local improvement rates; and whereas it is expedient to grant the application;

R.S.C.1952, c.148

Therefore, Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

Tax exemption

1.-(1) The council of The Corporation of the City of Hamilton may pass by-laws exempting the land, as defined in the Assessment Act, being the land and premises described in the Schedule, or any portion thereof, from taxes for municipal and school purposes, other than local improvement rates, so long as the land is owned by The Sisters of Social Service and is occupied and used solely by The Sisters of Social Service for the purpose of holding retreats and programs for human and spiritual enrichment.

R.S.O.1980, c.31

Restriction

(2) No exemption shall be granted under subsection (1) for land used by The Sisters of Social Service as their own residence.

Conditions

(3) An exemption granted under subsection (1) may be subject to such conditions as may be set out in the by-laws.

Deemed exemption

2. For the purposes of subsection 101(9) of the Regional Municipality of Hamilton-Wentworth Act, the exemption from taxation granted under section 1 shall be deemed to be an exemption provided under section 3 of the Assessment Act.

R.S.O.1980, c.437

Retroactivity

3. A by-law passed under section 1 may be retroactive to the 1st day of January, 1988.

Commencement

4. This Act comes into force on the day it receives Royal Assent.

Short title

5. The short title of this Act is Sisters of Social Service Act, 1988.

SCHEDULE

In the City of Hamilton in The Regional Municipality of Hamilton-Wentworth, being composed of part of Lot 15 in the Fourth Concession of the Township of Barton, now in the said City of Hamilton, and described as follows:

COMMENCING at a concrete monument planted at the intersection of the northern limit of Fennell Avenue with the eastern limit of the road allowance between lots 15 and 16;

THENCE north 18° 31' east along the eastern limit of the said road between lots 15 and 16, 646 feet to a stake planted;

THENCE south 71° 29' east at right angles to the eastern limit of the aforesaid road, 651 feet 9 inches, more or less, to an iron bar planted in the western limit of the subdivision laid out for Messrs. Brown and Duff and shown on plan of survey registered in the Registry Office for the Registry Division of Wentworth as Number 279;

THENCE south 18° 42' west along the western limit of that subdivision, 665 feet 4 1/2 inches, more or less, to an iron bar planted in the northern limit of Fennell Avenue;

THENCE north 69° 45' west along the northern limit of Fennell Avenue, 650 feet 8 inches, more or less, to the place of beginning.

Described in Instrument registered August 14th, 1946 as No.112274 NS.

EXCEPTING therefrom the parcel of land, conveyed to The Corporation of the City of Hamilton for road widening purposes and comprising part of Township Lot No. 15 in the Fourth Concession of Barton Township (now within the limits of the City of Hamilton), more particularly described as follows:

COMMENCING at a point where the east limit of West 5th Street intersects the north limit of Fennell Avenue;

THENCE easterly along the north limit of the road allowance between concessions 4 and 5 Barton Township (north limit of Fennell Avenue) 10 feet;

THENCE northerly in a straight line 646 feet 3 5/8 inches, more or less, to the southwest angle of Lot No. 67 according to Claremont Heights Survey, as registered in the Registry Office for the said County of Wentworth as Plan No. 768;

THENCE westerly on the production westerly of the south limit of Lot No. 67, 10 feet, more or less, to where it intersects the said east limit of West 5th Street;

THENCE southerly along the said east limit of West 5th Street, 646 feet more or less, to the place of beginning.

The above described parcel containing by admeasurement 0.148 acres, more or less, and shown outlined in red on print of City Engineer's Plan No. S. S. 285 Surveys as described in Instrument registered January 26th, 1961 as No. 152296 HL.

# FOR ACTION

6(b)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 30
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **REQUESTS FOR ADDITIONAL FUNDS FROM STANDING COMMITTEES**

*RECOMMENDATION:*

(a) That in the event a Standing Committee approves of a program or service for which no funds have been budgeted in 1989, the Standing Committee find the required funds within their own Committee budget responsibility, and

(b) that in order to accommodate any of these additional requirements, the department/board identify a saving or service reduction/deletion in a specific area of their budget.

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

1) As a result of the final budget meeting on March 23, 1989 the normal Contingency account included in the current estimates for 1989 has been reduced from $300,000 to $69,120 required for funding emergency items only.

2) Each department/board must live within its own estimates; if additional funds are required for any reason, a trade-off will have to be made through specific savings or service reduction/deletion in another area.

*BACKGROUND:*

The special City Council meeting of March 23, 1989 to deal with the 1989 Current Estimates reduced the increase in the mill rate from 9.4% to 8.9% by:

(a) reducing the normal Contingency account by $230,880 from $300,000 to $69,120, and

(b) by a transfer of $230,890 from reserves.

As a result of the reduction to the contingency account, I stated at the meeting that each Committee would have to be responsible for "balancing their own books", which means that additional funds for new items or any unbudgeted requirements would have to be found within the Standing Committees' own area of responsibility. The remaining Contingency funds should be used only in the case of a real emergency.

c.c. All Department Heads and
Managers of Local Boards

c.c. Secretaries of Standing Committees

6(c)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 28
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* 1989 INVOLVEMENT IN MUNICIPAL ADMINISTRATION PROGRAM

*RECOMMENDATION:*

That the Treasurer be authorized to make application to hire one student under the Involvement in Municipal Administration Program - 1989 for an 18-week period commencing May 1, 1989 and terminating September 8, 1989. The net City's share of this program in the amount of $2,700 has been provided in Treasury account CH 51001-25110 in 1989.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

| | |
|---|---|
| Gross Salary and Fringe Benefits | $6,347 |
| Provincial Contribution (66% to a maximum of $150 per week) | |
| City's Share | 2,700 |
| | $3,647 |

*BACKGROUND:*

The City of Hamilton has participated in this program since 1974 with students in the City Clerk's and Treasury Department.

Under the program, a municipality may hire one student currently enroled and returning to an Ontario University or Community College Course of Study which includes core programs in:

1. Business, Public or Municipal Administration;
2. Commerce, Economics or Political Science;
3. Computer Services (Programming and Systems Analysis)

c.c. Mr. E. A. Simpson, City Clerk
Ms. C. Lowe, Commissioner of Human Resources

# FOR ACTION

6(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 23
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 APPLICATION FOR ROADWAY SUBSIDY**

*RECOMMENDATION:*

That the Treasurer be authorized to make application to the Minister of Transportation for City of Hamilton 1989 Normal and Supplementary Applications for subsidy under the Public Transportation and Highway Improvement Act, as follows:

| | Estimated | | |
|---|---|---|---|
| | Total Expenditure (1) | Subsidizable Expenditure (2) | Subsidy Dollars (3) |
| Normal Application | | | |
| Maintenance | $ 9,218,680 | $ 8,566,820 | $4,283,410 |
| Construction | 5,130,660 | 3,694,180 | 1,847,090 |
| | 14,349,340 | 12,261,000 | 6,130,500 |
| Supplementary Application | | | |
| Construction | 8,113,350 | 5,690,050 | 2,845,025 |
| Traffic Signal Installation | 40,000 | 40,000 | 20,000 |
| | $22,502,690 | $17,991,050 | $8,995,525 |

Furthermore, that the Treasurer be authorized to petition the Minister for subsidy payments as necessary.

E. C. Matthews

*FINANCIAL IMPLICATIONS: (IF NONE, STATE N/A)*

The Minister has provided a 1989 Normal allocation to the City of $6,130,500 subsidy dollars for roadway expenditures. Unless the supplementary application is approved, roadway expenditures will only be made to the normal allocation to avoid spending 100% dollars.

*BACKGROUND:*

As indicated in Column 3 above the estimated total roadway expenditures in the 1989 Current and Capital Budget require a subsidy allocation of $8,995,525 or $2,865,025 in excess of the subsidy dollars allocated to the City of Hamilton ($6,130,500) in 1989, thereby necessitating a supplementary application to the Minister.

THE CORPORATION OF THE CITY OF HAMILTON

PROGRAM OF PROPOSED EXPENDITURES FOR HIGHWAY IMPROVEMENTS
FOR THE YEAR 1989 .

| 1. CONSTRUCTION | ESTIMATED Total Expenditure | ESTIMATED Subdizable Expenditure | ESTIMATED Subsidy |
|---|---|---|---|
| (A) Bridges and Culverts (i) Total From Reverse Side | | | |
| (B) Roads and Streets (ii) Total From Reverse Side | 987,580 | 625,300 | |
| (C) Resurfacing (Upper Tier and Large Lower Tier Only) (iii) From Reverse Side | 3,837,430 | 2,827,200 | |
| (D) Equipment and Housing (Rural Only) (iv) From Reverse Side | | | |
| SUB-TOTAL (A) TO (D) | 4,795,010 | 3,452,500 | 1,726,250 |
| (E) Overhead (7% in Urban Municipalities*) | 335,650 | 241,680 | 120,840 |
| (F) Towns & Villages only 30% of (A) Subsidizable Expenditure | | | |
| (1) TOTALS FOR CONSTRUCTION | 5,130,660 | 3,694,180 | 1,847,090 |

NOTE: DETAILS OF THE CONSTRUCTION PROGRAM TO BE LISTED ON REVERSE SIDE

**2. MAINTENANCE** (FOR DEFINITIONS REFER TO FORM MR-A 113 AND MR-A 114).

| | | | |
|---|---|---|---|
| (A) Bridges and Culverts | 170,000 | 170,000 | |
| (B) Roadside | 2,930,310 | 2,348,330 | |
| (C) Hardtop | 2,690,620 | 2,688,120 | |
| (D) Loose Top | 5,250 | 5,250 | |
| (E) Winter Control | 1,673,610 | 1,673,610 | |
| (F) Safety Devices | 695,160 | 694,460 | |
| (G) Miscellaneous | 450,630 | 426,600 | |
| SUB-TOTAL (A) TO (G) | 8,615,580 | 8,006,370 | 4,003,185 |
| (H) Overhead (7% in Urban Municipalities*) | 603,100 | 560,450 | 280,225 |
| (J) County Contributions to Urban Improvement (Counties Only) | — | — | — |
| (K) Towns & Villages - 30% of (A) Subsidizable Expenditure | | | |
| (2) TOTALS FOR MAINTENANCE | 9,218,680 | 8,566,820 | 4,283,410 |
| GRAND TOTALS (1) + (2) | 14,349,340 | 12,261,000 | 6,130,500 |

I hereby certify that the above program of proposed expenditures has been adopted by resolution of the Council of the Corporation of the of

DATE: March 28, 1989

CLERK OF THE MUNICIPALITY

* OVERHEAD - For rurals, the construction overhead 1 (E) is to be 7% of the estimated subsidizable construction expenditures for (A) Bridges & Culverts, (B) Roads and Streets and (C) County, Region and Large Lower Tier Resurfacing Program and the balance of actual overhead is then shown as maintenance overhead 2(H).

MAINTENANCE URBAN/RURAL

THE CORPORATION OF THE *CITY* OF *HAMILTON*

MAINTENANCE EXPENDITURE AND SUBSIDY REPORT
FOR PERIOD ENDING *December 31, 1989*

| | PROJECT | ESTIMATED FOR YEAR Expenditure | Subsidy | ~~ACTUAL TO DATE~~ ELIGIBLE Expenditure | Subsidy |
|---|---|---|---|---|---|
| BRIDGES & CULVERTS | | 170,000 | 85,000 | 170,000 | 85,000 |
| A | Bridges and Culverts | | | | |
| ROADSIDE MAINTENANCE | | | | | |
| B-1 | Grass Mowing & Weed Spraying | 317,700 | | 316,700 | |
| B-2 | Brushing, Tree Trimming & Removal | 1,043,830 | | 995,360 | |
| B-3 | Ditching * | 38,230 | | 38,230 | |
| B-4 | Catch Basins, Curb & Gutter Cleaning Storm Sewers | 1,277,660 | | 745,150 | |
| B-5 | Debris & Litter Pick-up | 252,890 | | 252,890 | |
| B | Total Roadside Maintenance | 2,930,310 | 1,465,155 | 2,348,330 | 1,174,165 |
| HARDTOP MAINTENANCE | | | | | |
| C-1 | Patching & Spray Patching | 1,165,280 | | 1,162,780 | |
| C-2 | Sweeping, Flushing, Cleaning | 1,140,570 | | 1,140,570 | |
| C-3 | Shoulder Maintenance - Grading Patching, Washouts, Dust Layer | | | | |
| C-4 | Resurfacing * | 384,770 | | 384,770 | |
| C | Total Hardtop Maintenance | 2,690,620 | 1,345,310 | 2,688,120 | 1,344,060 |
| LOOSETOP MAINTENANCE | | | | | |
| D-1 | Patching & Washouts | 3,410 | | 3,410 | |
| D-2 | Grading & Scarifying | | | | |
| D-3 | Dust Layer | 1,840 | | 1,840 | |
| D-4 | Prime or Priming | | | | |
| D-5 | Gravel Resurfacing * | | | | |
| D | Total Loose Top Maintenance | 5,250 | 2,625 | 5,250 | 2,625 |
| WINTER CONTROL | | | | | |
| E-1 | Snow Plowing & Removal | 893,060 | | 893,060 | |
| E-2 | Sanding & Salting | 615,760 | | 615,760 | |
| E-3 | Snow Fence, Culvert Thawing Etc. | 116,270 | | 116,270 | |
| E-4 | Winter Standby * | 48,520 | | 48,520 | |
| E | Total Winter Control | 1,673,610 | 836,805 | 1,673,610 | 836,805 |
| SAFETY DEVICES | | | | | |
| F | Safety Devices, Signs, guiderails Rail road Maintenance | 695,160 | 347,580 | 694,460 | 347,230 |
| MISCELLANEOUS | | | | | |
| G | Total for Miscellaneous | 450,630 | 225,315 | 426,600 | 213,300 |
| | SUB-TOTAL (A to G) | 8,615,580 | 4,307,790 | 8,006,370 | 4,003,185 |
| OVERHEAD | | 603,100 | 301,550 | 560,450 | 280,225 |
| H | Total Maintenance Overhead * | 9,218,680 | 4,609,340 | 8,566,820 | 4,283,410 |
| | TOTAL(TO PAGE 1) | | | | |

* See definitions on reverse side

MR-A-113 & 114 82-08

## DEFINITIONS AND INSTRUCTIONS FOR FORMS MR-A-16 AND MR-A-113

EXPENDITURE - Total expenditure on form MR-A-16 only, is primarily for the Municipality's use and is the estimated total expenditure for the project or projects for the year. It will include items and parts of items not eligible for subsidy such as sidewalks, the portion of storm sewers greater than 27 inches in diameter, contributions from other sources, local improvements, etc. For many projects, all expenditues will be subsidizable resulting in the Subsidizable Expenditure figure being equal to the Total Expenditure figure. Expenditure shown on Forms MR-A-113 and MR-A-114 are to be subsidizable expenditures only.

ESTIMATED EXPENDITURES - Round the estimated figures to the nearest one hundred dollars ($100).

A LOOSE TOP ROAD - is an earth or gravel road that may have been treated with calcium chloride, oil or prime.

A HARD TOP ROAD - is one surfaced with hot mix asphalt, mulch or surface treatment.

RESURFACING

Gravel - Application of gravel less than 4 inches in depth shall be classified as "Gravel Resurfacing" under "Loose Top Maintenance" (Form MR-A-113 and 114 Section D5). Continuous application of gravel greater than 4 inches shall be classified as a construction project.

Asphaltic Materials - Application of surface treatment or less than 2 inches of hot mix asphalt to a "Hard Top Road" is classified as "Resurfacing" under "Hard Top Maintenance"(Form MR-A-113 and 114, Section C4), with this EXCEPTION: - when the second application of surface treatment is applied in the year following the initial surface treatment, this second application shall be classified as a construction project.

NOTE: The County and Region Resurfacing Program is to be reported under Item C of Construction on the forms.

DITCHING - Ditching done preparatory to or in conjunction with the construction of a road shall be considered as construction. All other ditching and cleanout shall be considered as maintenance.

CRUSHING - Gravel crushing contracts are to be charged to stock or to gravel resurfacing until some material is used for a specific maintenance operation at which time the cost of the material should be charged to the appropriate operation. Where material is committed to a particular construction project, it is to be so charged.

MUNICIPAL DRAINS - Expenditures chargeable to roads under a new Engineer's report shall be charged to construction. Other work chargeable to roads will be reported as maintenance.

MISCELLANEOUS - Maintenance activities shall include such things as the road authority's share for municipal drain repairs, traffic counting, Maintenance Management implementation and operation costs, lost time other than winter standby, wire fence bonus, etc.

DOWN TIME - Standby under winter maintenance to be reported as such under heading provided. Otherwise, standby to be recorded as miscellaneous.

OVERHEAD - For rurals, the construction overhead is to be 7% of the estimated subsidizable construction expenditures for (B) "Roads and Streets" and (C)"County and Region Resurfacing Program"and the balance of the actual overhead is then shown as maintenance overhead. For urbans, 7% overhead is to be added to the estimated subsidizable construction and maintenance expenditures.

CULVERTS - For towns, villages and townships, only those culverts 15" Ø and greater are eligible for subsidy at the structure rate.

CODE - D. L. - Day Labour
C. - Contract
P. - Property
E. - Engineering

Indicate type of expenditure for each Construction Project on Forms MR-A-16 and MR-A-113 and 114.

Ministry of Transportation and Communications
Ontario

# THE PUBLIC TRANSPORTATION AND HIGHWAY IMPROVEMENT ACT

## REQUEST FOR SUPPLEMENTARY ALLOCATION OF SUBSIDY MONEYS

## FOR THE YEAR 19 89 .

Pursuant to The Public Transportation and Highway Improvement Act, the Council

of the CITY of HAMILTON

hereby requests a supplementary allocation of subsidy moneys for work on roads and bridges under its jurisdiction as follows:

| | | |
|---|---|---|
| | $ 2,845,025 | for Construction, and |
| | $ | for Maintenance, in the |
| Total Amount of | $ 2,845,025 | |

The said moneys shall be expended on work performed in accordance with The Public Transportation and Highway Improvement Act. A detailed statement of proposed expenditures is attached hereto.

This request for a supplementary application of subsidy moneys has been authorized by Resolution of the

CITY Council of HAMILTON

under date of APRIL 11 19 89 .

(SEAL)

(HEAD OF COUNCIL)
ROBERT MORROW
MAYOR

(CLERK)
E. A. SIMPSON
CITY CLERK

MR-A-15 80-04 (FORMERLY OD-MB-27)

Ministry of Transportation and Communications
Ontario

THE PUBLIC TRANSPORTATION AND HIGHWAY IMPROVEMENT ACT

REQUEST FOR SUPPLEMENTARY ALLOCATION OF SUBSIDY MONEYS

FOR THE YEAR 19 89 .

Pursuant to The Public Transportation and Highway Improvement Act, the Council

of the CITY of HAMILTON

hereby requests a supplementary allocation of subsidy moneys for work on roads and bridges under its jurisdiction as follows:

| | | |
|---|---|---|
| | $ 20,000 | for Construction, and (Traffic Signal - Hunter/Catharine Sts.) |
| | $ | for Maintenance, in the |
| Total Amount of | $ 20,000 | |

The said moneys shall be expended on work performed in accordance with The Public Transportation and Highway Improvement Act. A detailed statement of proposed expenditures is attached hereto.

This request for a supplementary application of subsidy moneys has been authorized by Resolution of the

CITY Council of HAMILTON

under date of APRIL 11 19 89 .

(SEAL)

(HEAD OF COUNCIL)
ROBERT MORROW
MAYOR

(CLERK)
E.A. SIMPSON
CITY CLERK

MR-A-15 80-04 (FORMERLY OD-MB-27)

Schedule "A"

City of Hamilton
Treasury

## 1989 ROADWAY SUBSIDY APPLICATION

| Account No. (1) | Project (2) | Estimated Total Cost (3) | 1989 Normal Estimated Total (4) | 1989 Normal Estimated Eligible (5) | 1989 Supplementary Estimated Total (6) | 1989 Supplementary Estimated Eligible (7) |
|---|---|---|---|---|---|---|
| **Maintenance** | | | | | | |
| | as per MRA 113 (attached) | $ 8,615,580 | $ 8,615,580 | $ 8,006,370 | | |
| | Overhead 7% | 603,100 | 603,100 | 560,450 | | |
| | Total Maintenance/Overhead | 9,218,680 | 9,218,680 | 8,566,820 | | |
| **Construction** | | | | | | |
| | Incomplete Projects | | | | | |
| 1700 | Local Improvements | 57,580 | 57,580 | 40,300 | | |
| F7000 | 1987 Reconstruction Program | 260,000 | 260,000 | 197,000 | | |
| F8000 | 1988 Reconstruction Program | 2,120,000 | 2,120,000 | 1,610,000 | | |
| 38195 | Road/Walks/Curbs - Greenhill Avenue - National/Summercrest | 800,000 | 800,000 | 520,000 | | |
| 38196 | Road/Walk/Curbs - Gosford Drive | 100,000 | 100,000 | 65,000 | | |
| | | 3,337,580 | 3,337,580 | 2,432,300 | | |
| | 1989-1993 Capital Budget | | | | | |
| 39000 | 1989 Reconstruction Program | 8,200,000 | 1,457,430 | 1,020,200 | 6,742,570 | 4,719,800 |
| 39002 | Catchbasin/Drain Construction - Glover, Alderrest, Christie, etc. | 140,000 | | | 140,000 | 98,000 |
| 39000 | 1989 Local Improvements | 700,000 | | | 700,000 | 500,000 |
| | | 9,040,000 | 1,457,430 | 1,020,200 | 7,582,570 | 5,317,800 |
| | Total Construction | 12,377,580 | 4,795,010 | 3,452,500 | 7,582,570 | 5,317,800 |
| | Overhead 7% | 866,430 | 335,650 | 241,680 | 530,780 | 372,250 |
| | Total Construction/Overhead | 13,244,010 | 5,130,660 | 3,694,180 | 8,113,350 | 5,690,050 |
| | Total Maintenance/Construction/ Overhead | $22,462,690 | $14,349,340 | $12,261,000 | $8,113,350 | $5,690,050 |

1989 March 23
RDU:jc

# CITY OF HAMILTON

# 1989 RECONSTRUCTION PROGRAM

PREPARED BY

REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

ENGINEERING DEPARTMENT

JANUARY 1989

City Council Approval January 31, 1989

| Contents | Page | Estimated Cost |
|---|---|---|
| A. Roads & Abutting Sidewalks | 1-4 | $6,540,000 |
| B. Sidewalks Only | 5-6 | 1,604,000 |
| C. Alleys | 7 | 56,000 |
| | TOTAL | $8,200,000 |
| D. Supplementary List (Projects to be done in 1989 if residual funds are available) | 8-10 | $3,414,000 |

# CITY OF HAMILTON 1989 RECONSTRUCTION PROGRAM

## A. ROADS & ABUTTING SIDEWALKS

| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Beacon Ave. | Brentwood | Kingslea | 295m | 8.5m | 8.5m | $224,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Brentwood Dr. | Idlewood | Beacon | 810m | 8.5m | 8.5m | $609,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Caroline St. | Bold | Herkimer | 437m | 8.5m | 8.5m | $326,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- in conjunction with storm sewers |
| Caroline St. | York | Market | 163m | 6.7m | 9.0m | $129,000 | - road reconstruction and widening to 9.0m<br>- sidewalk reconstruction - both sides<br>- in conjunction with storm sewers |
| Clinton St. | Sherman | Lottridge | 392m | 7.7m | 7.7m | $283,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- in conjunction with storm sewers |
| East 13th St. | Callie | South Bend | 176m | 8.6m | 8.6m | $120,000 ✓ | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- in conjunction with storm sewers |

A. ROADS & ABUTTING SIDEWALKS (CONT'D.)

| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| East 15th St. | Callie | Howe | 186m | 8.5m | 8.5m | $120,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- in conjunction with storm sewers |
| East 27th St. | Fennell | Burkholder | 680m | 8.5m | 8.5m | $533,000 | - road reconstruction<br>- sidewalk reconstruction<br>- both sides |
| Empress Ave. | U. James | East 6th | 400m | 9.3m | 9.3m | $292,000 | - road reconstruction<br>- sidewalk reconstruction and<br>- repair - both sides |
| Frid St. | Chatham | North End | 511m | 9.1m | 9.1m | $450,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Houghton Ave. | King | Lawrence | 100m | 8.5m | 8.5m | $ 94,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Idlewood Ave. | Brentwood | Kingslea | 320m | 8.5m | 8.5m | $250,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Kensington Ave. | Barton | Cannon | 430m | 8.4m | 8.4m | $224,000 | - road reconstruction<br>- sidewalk repair - both sides |

A. ROADS & ABUTTING SIDEWALKS (CONT'D.)

| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Kensington Ave. | King | Montclair | 450m | 7.3m | 7.3m | $228,000 | - road reconstruction<br>- sidewalk repair - both sides<br>- 1988 carry over |
| Kingslea Dr. | Idlewood | Beacon | 816m | 8.5m | 8.5m | $657,000 ~ | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Macassa Ave. | U. Sherman | U. Gage | 760m | 8.5m | 8.5m | $583,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Mapleside Ave. | Aberdeen | Glenfern | 250m | 7.4m | 7.4m | $122,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- 1988 carry over |
| Paling Ct. | Dunsmure | South End | 160m | 8.5m | 8.5m | $123,000 ~ | - road and curb reconstruction |
| Park Row S. | King | Lawrence | 350m | 9.1m | 9.1m | $427,000 ~ | - road reconstruction<br>- sidewalk reconstruction<br>- both sides |
| Spruceside Ave. | Aberdeen | Glenfern | 240m | 7.3m | 7.3m | $105,000 | - road reconstruction<br>- sidewalk repair - both sides<br>- 1988 carry over |

A. ROADS & ABUTTING SIDEWALKS (CONT'D.)



| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Steven St. | King | Cannon | 417m | 7.3m | 7.3m | $274,000 | - road reconstruction<br>- sidewalk reconstruction<br>- both sides<br>- in conjunctionwith storm sewers |
| Viceroy Ct. | Callie | South Bend | 175m | 8.5m | 8.5m | $118,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides<br>- in conjunction with storm sewers |
| Wexford Ave. | Roxborough | Main | 350m | 7.4m | 7.4m | $249,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |

B. SIDEWALKS ONLY

| Street | From | To | Length | Side | Estimated Cost | Remarks |
|---|---|---|---|---|---|---|
| Brock St. | Mary | John | 175m | South | $ 31,000 | - sidewalk reconstruction |
| Glen Rd. | Macklin | Tope | 200m | South | $ 37,000 | - sidewalk reconstruction |
| Glen Road | Macklin | 60m easterly | 60m | North | $ 12,000 | - sidewalk reconstruction |
| Hunter St. | Locke | Richmond | 280m | Both | $ 64,000 | - sidewalk reconstruction and repair |
| King St. | Walnut | Main (Delta) | 4,185m | Both | $700,000 | - sidewalk reconstruction<br>- in conjunction with Region's road reconstruction |
| Linden St. | Cavell | Lincoln | 160m | South | $ 32,000 | - sidewalk reconstruction |
| Main St. | West City Limits | Whitney | 650m | Both | $ 90,000 | - sidewalk reconstruction and repair - both sides<br>- in conjunction with Region's road reconstruction |

B. SIDEWALKS ONLY (CONT'D.)

| Street | From | To | Length | Side | Estimated Cost | Remarks |
|---|---|---|---|---|---|---|
| Main St. | Macklin | James | 2358m | Both | $357,000 | - sidewalk reconstruction<br>- in conjunction with Region's road reconstruction |
| Ninth Ave. | U. Gage | U. Ottawa | 1625m | Both | $281,000 | - sidewalk reconstruction and repair |

C. ALLEYS

| Streets Between | From | To | Length | Estimated Cost | Remarks |
|---|---|---|---|---|---|
| Sanford and Arthur | King | Aikman | 240m | $ 56,000 | - reconstruct |

D. SUPPLEMENTARY LIST
ROADS AND ABUTTING SIDEWALKS

| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Millen Ave. | Empress | Brucedale | 128m | 7.4m | 7.4m | $ 92,000 | - road reconstruction<br>- sidewalk reconstruction - both sides |
| East 5th St. | Empress | Brucedale | 130m | 7.7m | 7.7m | $ 94,000 | - road reconstruction<br>- sidewalk reconstruction - both sides |
| East 6th St. | Empress | Brucedale | 130m | 6.7m | 6.7m | $ 83,000 | - road reconstruction<br>- sidewalk reconstruction |
| Arcade Cres. | Inverness | South End | 180m | 9.3m | 9.3m | $128,000 | - road reconstruction<br>- sidewalk and curb reconstruction |
| Gateview Dr. | West 5th | Arcade | 135m | 9.2m | 9.2m | $104,000 | - road reconstruction<br>- sidewalk and curb reconstruction |
| Newlands Ave. | Kenilworth | Cope | 330m | 7.3m | 8.5m | $290,000 | - road reconstruction and widening to 8.5m, 0.6 each side<br>- sidewalk reconstruction - both sides |
| Thorndale St. | Main | Glenmount | 162m | 7.5m | 7.5m | $120,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| | | | | | | 911,000 | |

D. SUPPLEMENTARY LIST (CONT'D.)
ROADS AND ABUTTING SIDEWALKS



| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Norfolk St. | Sanders | Glenmount | 420m | 7.4m | 7.4m | $281,000 | - road reconstruction<br>- sidewalk reconstruction and<br>- repair - both sides |
| Kingsmount St. | Sanders | Glenmount | 350m | 7.4m | 7.4m | $229,000 | - road reconstruction<br>- sidewalk reconstruction and<br>- repair - both sides |
| Hollywood St. | Sanders | Glenmount | 380m | 7.4m | 7.4m | $160,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| Glenmount Ave. | Kingsmount | Leland | 307m | 7.5m | 7.5m | $230,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |
| East 16th St. | Brucedale | Fennell | 220m | 7.4m | 8.5m | $159,000 | - road reconstruction and widening, 0.55m each side<br>- sidewalk reconstruction - both sides |
| East 18th St. | Fennell | Vickers | 410m | 8.5m | 8.5m | $291,000 | - road reconstruction<br>- sidewalk reconstruction and repair - both sides |

D. SUPPLEMENTARY LIST (CONT'D.)
ROADS AND ABUTTING SIDEWALKS

| Street | From | To | Length | Existing Width | Proposed Width | Estimated Cost | Proposed Improvements |
|---|---|---|---|---|---|---|---|
| Franklin Rd. | U. Sherman | 420m westerly | 420m. | 8.5m | 8.5m | $314,000 | - road reconstruction<br>- sidewalk reconstruction - both sides |
| Holly Ave. | Beach | McAnulty | 195m | 7.3m | 8.5m | $152,000 | - road reconstruction; widening to 8.5m<br>- 1.2m east side only |
| Sunninghill Ave. | U. Gage | U. Ottawa | 830m | 8.5m | 8.5m | $687,000 | - road reconstruction and realignment at East 41st Street<br>- sidewalk reconstruction and repair - both sides |

3,414,000 @ 70% = 2,390,000

6(e)

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 March 31
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 REGIONAL MILL RATE FOR THE CITY OF HAMILTON**

*BACKGROUND:*

We have calculated the mill rates of the Region applicable to the general levy and the area rated charges for the City of Hamilton. Enclosed are two statements comparing the Regional mill rate for the City as follows:

(A) 1988 to 1989 comparison of tax levies, area rated charges and shared revenues resulting in an increased Regional mill rate of 8.5% over 1988. (The City's has just been settled at 8.9% and the Education portion is still to come.)

(B) 1988 to 1989 comparison of the dollar increase in the Regional portion of the tax bill, based on an assessment of $5,000, resulting in an increase of $31.27 at the mill rate level and $43.29 including non-metered water. (The City's dollar increase is $39.05 by comparison.)

Enc.

c.c. All other members of City Council

c.c. Mr. G. W. Lawson, Department of Finance

COMPARISION OF THE 1988 TO 1989 LEVY, SHARED REVENUES
AND MILL RATES FOR THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH
As at March 30, 1989

| Description | 1988 $/Mills | 1989 $/Mills | Increase/(Decrease) 1988 to 1989 $/Mills | Increase/(Decrease) 1988 to 1989 % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |
| Net General Levy based on Equalized Assessment | $63,306,522 | $68,172,557 | $4,866,035 | 7.7 |
| Solid Waste Levy | 3,093,737 | 5,356,238 | 2,262,501 | 73.1 |
| Total General Levy | $66,400,259 | $73,528,795 | $7,128,536 | 10.7 |
| Add: Area rated charges - Storm Sewer | 4,155,730 | 4,823,560 | 667,830 | 16.1 |
| - Transit | 9,591,743 | 10,968,502 | 1,376,759 | 14.4 |
| Total Levy | $80,147,732 | $89,320,857 | $9,173,125 | 11.4 |
| Add: Underlevy from the previous year | $112,797 | $46,282 | ($66,515) | (59.0) |
| Less: Shared Revenues: | | | | |
| Payment in Lieu of Taxes | $4,358,700 | $4,585,010 | $226,310 | 5.2 |
| Telephone and Telegraph | 1,456,740 | 1,509,210 | 52,470 | 3.6 |
| McMaster University | 375,690 | 393,210 | 17,520 | 4.7 |
| Mohawk College | 150,770 | 144,880 | (5,890) | (3.9) |
| Hospitals | 118,210 | 118,980 | 770 | 0.7 |
| Correctional Institutions | 13,970 | 14,070 | 100 | 0.7 |
| | $6,474,080 | $6,765,360 | $291,280 | 4.5 |
| Balance on which Mill Rates are calculated | $73,786,449 | $82,601,779 | $8,815,330 | 11.9 |
| Mill Rates | | | | |
| Residential | 73.3187 | 79.5720 | 6.2533 | 8.5 |
| Non-Residential | 86.2574 | 93.6141 | 7.3567 | 8.5 |

B

COMPARISON OF RESIDENTIAL REALTY TAXES, WATER RATES AND SEWER SURCHARGE
FOR THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH ON AN ASSESSMENT OF $5000
As at March 30, 1989

| Description | Mill Rates | | Increase/(Decrease) 1988 to 1989 | |
|---|---|---|---|---|
| | 1988 | 1989 | $/Mills | % |
| (1) | (2) | (3) | (4) | (5) |
| Region - Realty Taxes | $366.59 | $397.86 | 31.27 | 8.5 |
| - Non-Metered Water | 82.68 | 87.48 | 4.80 | 5.8 |
| - Non-Metered Sewer Surcharge | 94.26 | 101.48 | 7.22 | 7.7 |
| | $543.53 | $586.82 | 43.29 | 8.0 |

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CSIF3
1989

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 June 16

## NOTICE OF MEETING

HAMILTON PUBLIC LIBRARY
JUN 30 1989
GOVERNMENT DOCUMENTS

**Finance Committee**
**Tuesday, 1989 June 20**
**2:00 o'clock p.m.**
**Room 233, City Hall**

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 May 23.

2. BUSINESS ARISING FROM THE MINUTES

   Report of Alderman J. Gallagher Re Operation Review/Audit of "All Departments" tabled by the Finance Committee at its meeting held 1989 May 23.

3. MANAGER OF PURCHASING

   (a) Replacement of One (1) Concrete Saw, Unit No. 9917, Central Garage

   (b) Replacement of Three (3) Sander Trucks with Plows, Units Nos. 9205, 9212, 9227 and Purchase of One (1) New Unit, Central Garage

I.

(c) Replacement of One (1) Chassis with Lugger Body Mounted Unit No. 9040, Central Garage

(d) Purchase of Three (3) Brush Chippers; Two Replacements for Units Nos. 9620 and 9606 and One New Unit, Central Garage

(e) Replacement of Two (2) Integral Wheel Loader Backhoes, Units Nos. 9050 and 9001, Central Garage

(f) Replacement of Three (3) National Triplex Mowers, Units No. 9850, Central Garage

(g) Replacement of One (1) 3/4 Ton Van, Unit No. 9347, Central Garage

(h) Replacement of One (1) Compact Tractor, Unit No. 9506, Central Garage

(i) Replacement of Two (2) Turf Tractors, Units Nos. 9477 and 9475, Central Garage

(j) Purchase of Five (5) Front Mount Mowers; Three Replacements for Units No. 9920 and Two New Units, Central Garage

(k) Replacement of Six (6) Front Mount Mowers Nos. 9823 and 9845, Central Garage

4. TREASURER

(a) Financing of "Signing" Council Meetings Shown on Cable 14

(b) Funding of Dufferin Settlment Regarding Gore Park

(c) Request to Replace Vehicle No. 9237 from 1989 Depreciation List with Vehicle No. 9212.

(d) Comprehensive Audit Reports

5. CITY SOLICITOR

By-law to Exempt from Taxes, The Sisters of Social Service, 88 Fennell Avenue West

6. APPROVED SETTLEMENT OF CLAIMS

7. DIRECTOR OF PROPERTY

National Conference -
The Appraisal Institute of Canada, Montreal, Quebec
(Information Only)

8. 1989 GRANT APPEALS - 3:30 P.M APPROXIMATELY

9. NEW BUSINESS

10. ADJOURNMENT

# OUTSTANDING ITEMS

## FINANCE COMMITTEE

| | ITEM | ORIGINAL DATE | ACTION | STATUS |
|---|---|---|---|---|
| 1. | Vehicle Fleet Leasing Proposal | 1988 October | Treasurer | Report Pending |

Tuesday, 1989 May 23
2:00 o'clock p.m.
Room 233, City Hall

The Finance Committee met.

Present: Alderman W. M. McCulloch, Chairman
Alderman D. Drury, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman G. Copps
Alderman F. Lombardo
Alderman J. Gallagher
Alderman T. Murray

Absent with Regrets: Alderman J. Smith

Also Present: Alderman D. Agostino (Part of Meeting)
Alderman T. Jackson (Part of Meeting)
Alderman H. Merling (Part of Meeting)
Alderman D. Ross (Part of Meeting)
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. I. Hammel, Manager of Budgets
Mr. K. Beattie, Grants Co-ordinator
Mr. J. Johnston, Acting Commissioner, Human Resources
Mr. J. Thompson, Secretary

McQueston Community Association - Grant

1. McQUESTON COMMUNITY ASSOCIATION - GRANT

The Community agreed to recommend to City Council that a 1989 Fixed General Grant in the amount of $2 000 be made to the McQueston Community Association.

Approval of the Minutes of the Meetings held 1989 April 25 and May 02

2. MINUTES

The minutes of the meetings of the Finance Committee held 1989 April 18, April 25 and May 02 were received and adopted as circulated to the Members.

Presentation Re Operation Review/Audit of "All Departments" Alderman J. Gallagher

3. ALDERMAN J. GALLAGHER
PRESENTATION REGARDING OPERATION REVIEW/AUDIT OF "ALL DEPARTMENTS"

It was moved by Alderman Murray, seconded by Alderman Lombardo and carried that Alderman Gallagher's report recommending that the City of Hamilton conduct an operational review/audit of "All Departments" be tabled.

Supply and Delivery of Anti-Freeze City Garage

4. SUPPLY AND DELIVERY OF ANTI-FREEZE, CITY GARAGE

As outlined in a report of the Manager of Purchasing dated 1989 May 09, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Stranchem-Bus. Unit of CIL, Toronto in the amount of $17 290 plus provincial sales tax at 8% for the supply and delivery of anti-freeze for the City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Oil and Lubricants Account No. CH56204 27005.

Replacement for Vehicles Nos. 9347 and 9016 Central Garage

5. REPLACEMENT FOR VEHICLES NOS. 9347 AND 9016, CENTRAL GARAGE

As outlined in a report of the Manager of Purchasing dated 1989 May 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Steel City Chrysler, Hamilton in the amount of $32 519.86 for the replacement of two (2) 3/4 ton vans vehicle no. 9347 and no. 9016, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Equipment Replacement Fund Account No. RF55003 25201.

Replacement of Vehicle No. 9080 Central Garage

6. REPLACEMENT OF VEHICLE NO. 9080, CENTRAL GARAGE

As outlined in a report of the Manager of Purchasing dated 1989 May 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Nethercott Chev Olds, Hamilton, in the amount of $15 032.44 for the replacement of one (1) compact pickup truck, vehicle no. 9080, Central Garage, in accordance with specifications issued by the Manger of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Equipment Replacement Fund Account No. RF55003 25201.

Replacement of Vehicle No. 9628 Central Garage

7. REPLACEMENT OF VEHICLE NO. 9628, CENTRAL GARAGE

As outlined in a report of the Manager of Purchasing dated 1989 May 18, the Committee agreed to submit the following recommendation to City Council for approval.

That a purchase order be issued to Robert Slessor Pontiac Buick, Grimsby, in the amount of $22 129.40 for the replacement of one (1) stake dump truck, vehicle no. 9628, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Equipment Replacement Fund Account No. RF55003 25201.

8. FINANCING FIREFIGHTER BUNKER SUITS

Financing Firefighter Bunker Suits

As outlined in a report of Mr. I. R. Hammel, Acting Treasurer dated 1989 May 12, the Committee agreed to submit the following recommendation to City Council for approval.

That the estimated cost of $350 000 for the outfitting of the remaining 325 firefighters who are not yet equipped with bunker suits and related clothing be financed from the Fire Department's protective clothing account of $100 000 with the balance of $250 000 by means of an approved overdraft in the budget of the Fire Department at this time pending a re-examination of accounts with a more specific financing recommendation to be reported by the Treasurer near the year end.

9. FINANCING OF FUND FOR ASSISTIVE DEVICES - DISABLED EMPLOYEES

Financing of Fund for Assistive Devices Disabled Employees

As outlined in a report of the Treasurer dated 1989 May 17, the Committee agreed to submit the following recommendation to City Council for approval.

That the amount of $10 000 for the provision of special assistive devices for disabled employees, as adopted by City Council on 1989 May 09, be financed by a transfer from the Contingency Account No. CH70010 24120 to the base budget of the Human Resources Centre (City's share).

10. CHALLENGE '89 SUMMER EMPLOYMENT/EXPERIENCE DEVELOPMENT (S.E.E.D.) PROGRAM

S.E.E.D. Program

As outlined in a report of the Treasurer dated 1989 May 18, the Committee agreed to submit the following recommendations to City Council for approval.

(a) That the City of Hamilton participate in the Challenge '89 - S.E.E.D. Program for three (3) positions approved by the Program.

(b) That the estimated City's share of the cost ($4 004) be financed from the approved 1989 estimates of the Culture and Recreation Department ($3 024) and the Traffic Department ($980).

11. 1989 NEW GRANT REQUESTS

1989 New Grant Requests

As outlined in a report of the Grants Co-ordinator dated 1989 May 16, the Committee approved the following recommendations of the Grant Review Group.

(a) New Grant Requests as summarized on Appendix "A" of the Report of the Grants Co-ordinator totalling $8 700.

(b) That the approved Grants in Appendix "A" totalling $8 700 be funded from the Unallocated Grant Funds.

(c) That the Grants Co-ordinator be directed to advise the applicants of these recommendations to determine if the applicant will be requesting an appeal of this recommendation to the Finance Committee and that any appeals be scheduled to appear at the earliest possible meeting of the Finance Committee.

Item 11 of Appendix "A" dealing with the grant request of the Hamilton Y.W.C.A. was tabled pending further review.

- Late 1989 General Grant Requests

12. LATE 1989 GENERAL GRANT REQUESTS

The Committee reviewed a report of the Grants Co-ordinator dated 1989 May 11 summarizing requests that were received after the March 10 deadline. The Grants Review Group have received these requests and have taken no further action. Each applicant has been notified of this decision. Direction was given that the report be noted and received.

Settlement of Claim City of Hamilton ats Dolly Edwards

13. SETTLEMENT OF CLAIM - CITY OF HAMILTON ATS. DOLLY EDWARDS

As outlined in a report from Ross and McBride dated 1989 April 19, the Committee agreed to submit the following recommendation to City Council for approval.

That the claim of Dolly Edwards against the City of Hamilton as the result of a fall and injury while walking along John Street between Main and Jackson Streets on 1987 May 28 be settled by a payment of $17 454.69 by the City to Dolly Edwards, inclusive of all claims for damages, interest and costs as follows:

| | |
|---|---|
| General Damages | $ 13 750.00 |
| Special Damages | $ 3 322.92 |
| Family Law Act Claim | $ 500.00 |
| TOTAL | $ 17 572.92 |
| 75% of above total (assumed by City) | $ 13 179.69 |
| Interest | $ 2 000.00 |
| Costs | $ 2 275.00 |
| Total Settlement of Claim | $ 17 454.69 |

Summary Report Settlement of Claims

14. SETTLEMENT OF CLAIMS - SUMMARY REPORT

The Committee approved that the Summary Report containing a listing and amounts of Approved Settlement of Claims as outlined on APPENDIX "A" be submitted to City Council for approval pursuant to established policy.

Adjournment

The meeting then adjourned.

Taken as read and approved,

ALDERMAN W. M. McCULLOCH, CHAIRMAN
FINANCE COMMITTEE

John Thompson, Secretary
1989 May 23

Typed by M. J. Walton

FOR ACTION

3(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 12
*COMM FILE:*
*DEPT FILE:* T4-26-89

*SUBJECT:* REPLACEMENT OF ONE (1) CONCRETE SAW, UNIT #9917, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Equipment Centre, Stoney Creek, in the amount of $13,240.80 for the replacement of one (1) Concrete Saw, Unit #9917, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Replacement for Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* - Tender Analysis

| | |
|---|---|
| Equipment Centre, Stoney Creek | $13,240.80 |
| Battlefield Equipment Ltd., Stoney Creek | 13,494.60 |
| Capital Equipment Inc., Hamilton | 15,071.40 |

# FOR ACTION

3(6)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 9
*COMM FILE:*
*DEPT FILE:* T4-27-89

*SUBJECT:* REPLACEMENT OF THREE (3) SANDER TRUCKS WITH PLOWS, UNITS #9205/12/27 AND PURCHASE OF ONE (1) NEW UNIT, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Eastgate Ford Sales & Service, Hamilton, in the amount of $276,764.04 for the replacement of Three (3) Sander Trucks with Plows, units #9205/12/27 and the purchase of One (1) new unit, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201 (3) and Account #CF5503 608951002 (1).

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| Eastgate Ford Sales & Service, Hamilton | $276,764.04 |
| Altruck Transportation, Hamilton | 279,828.00 |

FOR ACTION

3(c)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 9
*COMM FILE:*
*DEPT FILE:* T4-35-89

*SUBJECT:* REPLACEMENT OF ONE (1) CHASSIS WITH LUGGER BODY MOUNTED, UNIT #9040, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Altruck Transportation Services, Hamilton, in the amount of $58.865.00 for the replacement of One (1) Chassis with Lugger Body Mounted, Unit 9040, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of two (2) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| Altruck Transportation Services, Hamilton | $58,865.00 |
| Eastgate Ford Sales & Service, Hamilton | 59,058.45 |

FOR ACTION

3(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 5
*COMM FILE:*
*DEPT FILE:* T4-36-89

*SUBJECT:* PURCHASE OF THREE (3) BRUSH CHIPPERS; TWO REPLACEMENTS FOR UNITS #9620/6 AND ONE NEW UNIT, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Vermeer Sales & Service, Mississauga in the amount of $70,891.20 for the replacement of two (2) Brush Chippers Units #9620/6, and the purchase of one (1) new Brush Chipper, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest acceptable of three (3) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201 (2) and Parks Maintenance Operating Equipment Account #CH58005 62102 (1).

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| G.C. Duke Equipment Ltd., Burlington | $63,536.40 * |
| Canadian Morbark Limited, North Bay | 63,564.31 * |
| Vermeer Sales & Service, Mississauga | 70,891.20 |

* Units bid do not meet specifications.

3(e)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 5
*COMM FILE:*
*DEPT FILE:* T4-39-89

*SUBJECT:* REPLACEMENT OF TWO (2) INTEGRAL WHEEL LOADER BACKHOES, UNITS #9050/1, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Bryan's Farm & Industrial, Puslinch in the amount of $55,512.00 for the replacement of two (2) Integral Wheel Loader Backhoes #9050/1, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of three (3) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| Bryan's Farm & Industrial, Puslinch | $55,512.00 |
| A.H. VanCamp, Stoney Creek | 59,091.12 |
| Case Power & Equipment, Rexdale | 67,137.12 |

# FOR ACTION

36(f)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 1
*COMM FILE:*
*DEPT FILE:* T4-29-89

*SUBJECT:* REPLACEMENT OF THREE (3) NATIONAL TRIPLEX MOWERS, UNITS #9850, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $26,892.00 for the replacement of three (3) National Triplex Mowers. Units #9850, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:*

Only Canadian distributor for this equipment.

J. J. Pavelka
FOR C.A.O.

3(9)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 6
*COMM FILE:*
*DEPT FILE:* T4-9-89

*SUBJECT:* REPLACEMENT OF ONE (1) 3/4 TON VAN, UNIT #9347, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of $19,350.91, for the replacement of One (1) 3/4 Ton Van, Unit #9347, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Only tender received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55003 25201.

As this van is a 1989 in-stock vehicle required for immediate delivery, and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:*
Twenty-six suppliers were requested to bid. Carter G.M. was the only supplier that could provide a 1989 in-stock vehicle to meet specifications.

OK

FOR ACTION

3(h)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 5
*COMM FILE:*
*DEPT FILE:* T4-44-89

*SUBJECT:* REPLACEMENT OF ONE (1) COMPACT TRACTOR, UNIT #9506, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Milton Equipment, Div. of Phelpco Inc., Milton, in the amount of $16,191.36 for the replacement of One (1) Compact Tractor Unit #9506, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of five (5) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As this tractor is required as soon as possible and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| Milton Equipment, Div. Phelpco Inc., Milton | $16,191.36 |
| VQuip Inc., Burlington | 16,386.84 |
| Crossroads Equipment, Jerseyville | 16,592.40 |
| Bryan's Farm & Industrial, Puslinch | 17,496.00 |
| C.A. Small Engines & Rentals, Greensville | 23,724.36 |

O.K. L.S.

3(i)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 5
*COMM FILE:*
*DEPT FILE:* T4-43-89

*SUBJECT:* REPLACEMENT OF TWO (2) TURF TRACTORS, UNITS #9477/75, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to Crossroads Equipment, Jerseyville, amount of $38,140.22 for the replacement of Two (2) Turf Tractors Units #9477/75, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201.

As these tractors are required as soon as possible and the next meeting of City Council is June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| Crossroads Equipment, Jerseyville | $38,140.22 |
| O'Neil's Farm Equipment, Binbrook | 41,526.00 |
| VQuip Inc., Burlington | 42,001.02 |
| Bryan's Farm & Industrial, Puslinch | 42,120.00 |

O.K. L.S.

# FOR ACTION

3(j)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 June 5
*COMM FILE:*
*DEPT FILE:* T4-45-89

*SUBJECT:* PURCHASE OF FIVE (5) FRONT MOUNT MOWERS; THREE REPLACEMENTS FOR UNITS #9920 AND TWO NEW UNITS, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to G. C. Duke Equipment, Burlington, in the amount of $58,131.00 for the replacement of three (3) Front Mount Mowers, Units #9920 and the purchase of two (2) new Mowers, Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of four (4) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account #RF55006 25201 (3), and Parks Maintenance Operating Equipment Account #CH58005 62102 (2).

As this equipment is required immediately for the grass cutting season, and the next meeting of City Council is not until June 27, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* Tender Analysis

| | |
|---|---|
| G.C. Duke Equipment Ltd., Burlington | $58,131.00 |
| Marsh Bros. Tractor Inc., Copetown | 62,748.00 |
| VQuip Inc., Burlington | 64,884.24 |
| R.M.C. Equipment Ltd., Markham | 55,760.40 * |

* Incomplete Bid - Only bid on four of the five items required.

340

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. T. Bradley
Manager of Purchasing

*DATE:* 1989 May 24
*COMM FILE:*
*DEPT FILE:* T4-43-89

*SUBJECT:* REPLACEMENT FOR SIX (6) FRONT MOUNT MOWERS #9823 and 9845, CENTRAL GARAGE

*RECOMMENDATION:*
That a purchase order be issued to G. C. Duke Equipment Ltd., Burlington, in the amount of $66,582.00, plus Provincial sales tax extra at 8%, for the replacement of six (6) Front Mount Mowers, for Central Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender.

NOTE: Lowest of eight (8) tenders received. Funds provided in Reserve for Replacement of Mobile Equipment Account RF55006 25201.

As this recommendation was received after the Committee meeting May 23, 1989, and as this equipment is required as soon as possible, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

*BACKGROUND:* - Tender Analysis

| | |
|---|---|
| G. C. Duke Equipment Ltd., Burlington | $66,582.00 |
| VQuip Inc., Burlington | 73,919.69 |
| Marsh Bros. Tractor Inc., Copetown | 74,520.00 |
| C.A. Small Engines & Rentals, Greensville | 76,865.76 |
| C.A. Small Engines & Rentals, Greensville | 77,057.28 |
| R.M.C. Equipment Ltd., Markham | 80,757.00 |
| C.A. Small Engines & Rentals, Greensville | 80,922.24 |
| Dougs Cycle Centre Inc., Grimsby | 89,978.04 |

4(a)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 June 9
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **FINANCING OF "SIGNING" COUNCIL MEETINGS SHOWN ON CABLE 14**

*RECOMMENDATION:*

That the $2,100 required for the City's share of "signing" of Council meetings shown on Cable 14, as approved by Council 1989 May 30, be charged to the Unclassified Expenditure account.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)* E. C. Matthews

Sufficient funds are available in the Unclassified Expenditure account to finance this item.

*BACKGROUND:*

City Council approved of this issue at their meeting of 1989 May 30 by section 7 of the 11th Report of the Co-Ordinating Committee and requested the Finance Committee to recommend the method of financing.

4(b)

# FOR ACTION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 June 15
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **FUNDING OF DUFFERIN SETTLEMENT RE GORE PARK**

*RECOMMENDATION:*

That the settlement of $190,000 to Dufferin Construction relating to the Gore Park project, as approved by City Council May 30,1989, be financed as follows:

| | |
|---|---|
| $ 78,513.46 | - to the project account, representing the unexpended funds remaining |
| 111,406.54 | - to the Reserve for Uninsured Losses |
| $190,000.00 | |

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

The Reserve for Uninsured Losses finances claims and losses which are within the deductible amount or for which no insurance is purchased; the Dufferin settlement falls within this category. The Reserve balance to be maintained will be reviewed during our presentation of Reserves to your Committee in July.

*BACKGROUND:*

City Council approved of the payment to Dufferin Construction in the amount of $190,000 at their meeting of May 30, 1989.

FOR ACTION

4(c)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. G. Kerr
Manager

*DATE:* 1989 May
*COMM FILE:*
*DEPT FILE:* 89-70

*SUBJECT:* Request to replace vehicle 9237 from 1989 Depreciation
vehicle 9212

*RECOMMENDATION:* That vehicle 9237 a 1975 International Harvester Sander instead of 9212 a 1980 International Harvester Sander be replaced from the 1989 Equipment Reserve Account

G. T. Kerr
Manager, Fleet Services

E. C. Marcher
Treasurer

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

Over and above the normal maintenance cost for each vehicle approximately $15,000.00 for engine, body, dump box and steering suspension not be required for vehicle 9237.

*BACKGROUND:*

Presently the list of equipment approved for replacement from the 1989 Equipment Reserve Account has provision to replace vehicle 9212 - 1980 International Harvester at an estimated replacement cost of $56,000.00

Since the list was submitted for approval, vehicle 9237 has incurred major engine and steering suspension problems along with a deteriorated sander dump box. The repairs to vehicle 9237 over and above normal maintenance cost would be approximately $15,000.00. Vehicle 9212 its equal was inspected and found to have no major repairs required.

Rather than wait until next year to replace vehicle 9237 Dump Sander it is being recommended that this vehicle be replaced this year and that the replacement of vehicle 9212, Dump Sander, be postponed to save the City from having to spend the $15,000.00 for engine, steering and dump box repairs.

cc: J. Pavelka - Director of Public Works
C. Guthro - Superintendent of Operations, Central Garage
A. den Otter - Acquisition Officer
D. Lobo - Manager, Streets & Sanitation

FOR ACTION

4(a)

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. E. C. Matthews
Treasurer

*DATE:* 1989 June 15
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **Comprehensive Audit Reports**
**1) The Department of Community Development, and**
**2) Real Estate and Property Area, Phase I**
**- Property Maintenance Division**

*RECOMMENDATION:*

(a) That the comprehensive audit reports prepared by Pannell Kerr MacGillivray, Chartered Accountants, entitled: 1) The Department of Community Development, and, 2) Real Estate and Property Area, Phase I - Property Maintenance Division dated December 1988 and April 1989 respectively be received by the Finance Committee, and,

(b) That the Directors of Community Development and Property, the Chief Administrative Officer, Treasurer, and representatives from the firm Pannell Kerr MacGillivray, be requested to attend the next regular meeting of the Finance Committee scheduled for Tuesday, July 18, 1989, and that staff be requested to prepare reports, where required, for this meeting relating to the Pannell Kerr observations and recommendations in order that the Finance Committee may be in a position to recommend appropriate action.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

None at this time.

*BACKGROUND:*

It was my original intention to submit both of the Pannell Kerr comprehensive audit reports to the Finance Committee at the same time in complete form. The Real Estate section has taken longer than the auditors originally planned and is now divided into four sections, the first section of which is included herein along with the Community Development report, with the remaining sections of the Real Estate report to be submitted in August and September.

These enclosed reports are final reports by Pannell Kerr and it seemed appropriate to release them to the Committee this month in order that the members will have sufficient time to assimilate this information with the staff comments at the July meeting.

BACKGROUND - continued

I also enclose a letter dated June 14, 1989, from Mr. Michael Hudson, CA, Partner with Pannell Kerr in which he outlines the status of Ongoing Comprehensive Audit Projects.

Encls.

c.c. Pannell Kerr MacGillivray, Chartered Acccountants,
Attention: Mr. M. Hudson, CA
Mr. Lou Sage, Chief Administrative Officer
Mr. D. Vyce, Director, Property Department
Mr. E. Kowalski, Director, Community Development Department

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732
Fax: 572-9333

Bruno K. J. Bragoli
W. Michael Cashion
Michael G. Collyer
Colin C. Dalingwater
John C. Dow
Michael J. Hudson
Richard J. Kelly
William B. Stephenson

June 14, 1989

Mr. E. Matthews,
Treasurer and Commissioner
of Finance,
The Corporation of the
City of Hamilton,
City Hall,
71 Main Street West,
Hamilton, Ontario,
L8N 3T4

Status of Ongoing
Comprehensive Audit Projects

Dear Mr. Matthews:

Last fall we began two major comprehensive audit projects for the City; one on the Community Development Department and one on the Real Estate and Property Area.

The Comprehensive Audit Report on the Department of Community Development has now been completed and our report is enclosed for presentation to the Finance Committee.

As we began work on the Comprehensive Audit Report on the Real Estate and Property Area it became clear that it would have to be broken down into 'phases' in order to control and administer the project. Accordingly, the engagement was classified into four phases as follows:

° Phase I - Property Maintenance Division

° Phase II - Real Property Management

° Phase III - Acquisition and Disposal

° Phase VI - Architecture

Phase I - has been completed and our report is enclosed for presentation to the Finance Committee.

Phase II - field work has been completed. Report and recommendations to be reviewed with senior management. This report should be completed by the end of July, subject to the availability of senior management during June and July.

Phase III - field work has commenced.

Phase IV - field work has commenced.

Phases III and IV should be completed by the end of August.

Mr. Matthews, as part of the normal process, these reports have been reviewed with both Mr. Vyce and Mr. Kowalski respectively. Both Mr. Vyce and Mr. Kowalski have their own views on various aspects of each report, again a normal expectation. These reports must be presented in conjunction with their views in order that a proper balance be maintained. The reports present our conclusion, based on the information we have.

Should you have any questions, please call.

Yours very truly,

PANNELL KERR MACGILLIVRAY,

per

Michael J. Hudson, C.A.
Partner/sn
Enclosures

c.c. Mr. Vyce
Mr. Kowalski

Pannell
Kerr
MacGillivray
Chartered Accountants

# FOR ACTION

5

*REPORT TO:* *Chairman and Members.*
*Finance Committeee*
Attn: Mr. J. D. Thompson, Secretary

*FROM:* K. A. Rouff,
City Solicitor

*DATE:* 1989 June 15
*COMM FILE:*
*DEPT FILE:* *12-2/89.1*

*SUBJECT:*

By-law to Exempt from Taxes - The Sisters of Social Service - 88 Fennell Avenue West.

*RECOMMENDATION:*

That the attached draft by-law be enacted by City Council.

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

N/A

*BACKGROUND:*

With the adoption of Section 8 of the 8th Report of the Finance Committee, City Council at its meeting held on the 11th day of April 1989 directed the City Solicitor to prepare a by-law, pursuant to the Sisters of Social Service Act, 1989, to exempt from taxation that portion of the land located at 88 Fennell Avenue West to which the said Act pertains, effective retroactively to 1988 February 02.

c.c. Mr. E. C. Matthews,
City Treasurer
Attn: Mr. T. Daw,
Manager of Revenue

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 89-

To Authorize:

Exemption From Taxation

Respecting:

**LANDS MUNICIPALLY KNOWN AS 88 FENNELL AVENUE WEST**

**WHEREAS** The Sisters of Social Service Act, 1989, S.O. 1989, c. Pr6 (Bill Pr 61), which Act received Royal Assent on the 27th day of February 1989, provides as follows:

> 1. (2) The council of The Corporation of the City of Hamilton may pass by-laws exempting the land, as defined in the Assessment Act, being the land and premises described in the Schedule, or any portion thereof, from taxes for municipal and school purposes, other than local improvement rates, so long as the land is owned by The Sisters of Social Service and is occupied and used solely by The Sisters of Social Service for the purpose of holding retreats and programs for human and spiritual enrichment.
>
> (2) No exemption shall be granted under subsection (1) for land used by The Sisters of Social Service as their own residence.
>
> (3) An exemption granted under subsection (1) may be subject to such conditions as may be set out in the by-laws.
>
> 3. A by-law passed under section 1 may be retroactive to the 1st day of January, 1988.

**AND WHEREAS** the Council of The Corporation of the City of Hamilton, in adopting Item 8 of the 8th Report of the Finance Committee, at its meeting held 1989 April 11, authorized the preparation of a by-law, pursuant to the Sisters of Social Service Act, 1989, to exempt from taxation that portion of the land located at 88 Fennell Avenue West to which the said Act pertains, effective 1988 February 02.

**NOW THEREFORE** the Council of The Corporation of the City of Hamilton enacts as follows:

1. (1) Notwithstanding Section 3 of the Assessment Act, R.S.O. 1980, c. 31, and except as provided by subsection (2), the land and premises known as 88 Fennell Avenue West more particularly described in Schedule "A" hereto annexed shall be and same is hereby exempt from taxation for municipal and school purposes, other than local improvement rates, so long as the land is owned by The Sisters of Social Service and is occupied and used solely by The Sisters of Social Service for the purpose of holding retreats and programs for human and spiritual enrichment.

(2) Subsection (1) shall not apply to any portion of the land more particularly described in Schedule "A" annexed hereto that is used by The Sisters of Social Service as their own residence.

2. Schedule "A" hereto annexed is included in and forms part of this by-law.

3. This by-law shall be deemed to have come into force on the 2nd day of February 1988.

**PASSED** this day of A.D. 1989.

City Clerk Mayor

(1989) 8 R.F.C. 8, April 11

SCHEDULE "A"

To

By-law No. 89-

In the City of Hamilton in The Regional Municipality of Hamilton-Wentworth, being composed of part of Lot 15 in the Fourth Concession of the Township of Barton, now in the said City of Hamilton and described as follows:

**COMMENCING** at a concrete monument planted at the intersection of the northern limit of Fennell Avenue with the eastern limit of the road allowance between Lots 15 and 16;

**THENCE** north 18° 31' east along the eastern limit of the said road between lots 15 and 16, 646 feet to a stake planted;

**THENCE** south 71° 29' east at right angles to the eastern limit of the aforesaid road, 651 feet 9 inches, more or less, to an iron bar planted in the western limit of the subdivision laid out for Messrs. Brown and Duff and shown on a plan of survey registered in the Registry Office for the Registry Division of Wentworth as Number 279;

**THENCE** south 18° 42' west along the western limit of that subdivision, 665 feet 4 1/2 inches, more or less, to an iron bar planted in the northern limit of Fennell Avenue;

**THENCE** north 69° 45' west along the northern limit of Fennell Avenue, 650 feet 8 inches, more or less, to the place of beginning.

Described in Instrument registered August 14th, 1946 as No. 112274 N.S.

**EXCEPTING** therefrom the parcel of land, conveyed to The Corporation of the City of Hamilton for road widening purposes and comprising part of Township Lot No. 15 in the Fourth Concession of Barton Township (now within the limits of the City of Hamilton), more particularly described as follows:

**COMMENCING** at a point where the east limit of West 5th Street intersects the north limit of Fennell Avenue;

**THENCE** easterly along the north limit of the road allowance between Concessions 4 and 5 Barton Township (north limit of Fennell Avenue) 10 feet;

**THENCE** northerly in a straight line 646 feet 3 5/8 inches, more or less, to the southwest angle of Lot No. 67 according to Claremont Heights Survey, as registered in the Registry Office for the said County of Wentworth as Plan No. 768;

**THENCE** westerly on the production westerly of the south limit of Lot No. 67, 10 feet, more or less, to where it intersects the said east limit of West 5th Street;

**THENCE** southerly along the said east limit of West 5th Street, 646 feet more or less, to the place of beginning.

The above described parcel containing by admeasurement 0.148 acres, more or less, and shown outlined in red on print of City Engineer's Plan No. S. S. 285 Surveys as described in Instrument registered January 26th, 1961 as No. 152296 H.L.

# FOR ACTION

6.

*REPORT TO:* Chairman and Members
Finance Committee

*FROM:* John Thompson, Secretary
Finance Committee

*DATE:* 1989 June 16
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:*

Approved Settlement of Claims.

*RECOMMENDATION:*

That the attached Summary Report containing a listing and amounts of approved Settlement of Claims be received and that a copy be forwarded to City Council for information in accordance with approved policy.

John Thompson

*FINANCIAL IMPLICATIONS:* *(IF NONE, STATE N/A)*

See amounts detailed in attached Summary Report.

*BACKGROUND:*

In order to expedite the Settlement of Claims by outside solicitors and save claim costs due to delays, City Council at its meeting held 1988 July 26, in adopting Section 3 of the TWELFTH Report of the Finance Committee, approved a signing limitation policy authorizing the City Solicitor, Director of Public Works and the Chief Administrative Officer to process and approve Settlement of Claims of up to $10 000. This policy requires that the approved Settlement of Claims be reported to the Finance Committee and City Council for information only.

Attachment

## FINANCE COMMITTEE

## SUMMARY OF APPROVED SETTLEMENT OF CLAIMS

| PLAINTIFF | DEFENDANT | NATURE OF CLAIM | AMOUNT OF SETTLEMENT |
|---|---|---|---|
| City of Hamilton and Boyle | Devries | Motor Vehicle Accident 1987 June 01 | $ 220.70 |
| Glavicic | City of Hamilton | Motor Vehicle Accident 1987 September 18 | $ 3 000.00 |
| City of Hamilton and Turner Jeffrey | Todd Et Al | Accident 1985 May 09 | $ 8 004.81 |
| Gaulton | City of Hamilton | Trip and Fall 1986 January 13 | The City of Hamilton agrees to an Order dismissing the action against it without cost. However, the City will be responsible for payment of its own legal fees. |

7.

# FOR INFORMATION

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D. W. Vyce
Director of Property

*DATE:* 1989 June 6
*COMM FILE:*
*DEPT FILE:* (2719)

*SUBJECT:* **National Conference -**
**The Appraisal Institute of Canada**
**- Montreal, Quebec -**

*BACKGROUND:*

Conference Report Attached

D. W. Vyce

c.c. - Mr. L. Sage, Chief Administrative Officer

## ANNUAL CONFERENCE

## THE APPRAISAL INSTITUTE OF CANADA

The Annual Conference of the Appraisal Institute of Canada was held in Montreal, Quebec from June 1 to June 3, 1989. In attendance were approximately 375 delegates from across Canada and some from the United States.

The Conference opened with the 1989 Annual General Meeting. Reports were received from the elected and staff officials of the Institute for the year 1988-1989.

Throughout the Conference, several seminars were held. Excellent speakers and authorities in their own particular field from across Canada related to the audience their views on topics under discussion.

Some subjects under discussion were:

(a) **Perception of Highest and Best Use**

A panel of two persons, Samir Abeud an appraiser from Montreal and Jonathan Werner, a town planner, discussed in general presentation and debate form the principle of highest and best use, probably the most important fundamental principle in the valuation of real estate.

They spoke of the problems in establishing highest and best use where no official plan in a City exists. It is almost impossible to estimate highest and best use. Each case seems to be evaluated on a case by case basis which leads to biases.

The speakers said it is time for developers, planners and civic officials (elected officials and staff) to sit down and jointly plan our cities. Each others points of view must be considered.

In discussing the topic, the planner made two interesting comments which are worth considering:

(1) He said he would rather not see public squares become part of developments. They are of little use.

(2) He commented that 15 years ago, +15 pedestrian bridges were in vogue but today, the fad is over. He argued against the use of the bridges for in his opinion, they sterilize the street level activity. With pedestrian traffic centred elsewhere, the ground level businesses die or become "third rate" type of enterprises.

(b) **A Comprehensive Approach to Insurable Value**

Mr. Jean-Jacques Gagnon, a lawyer from Montreal discussed with us valuations for insurance claims and important cases we can refer to.

(c) **Economic Trends**

Mr. Carl E. Beigie, an economist presented his analysis of the economy and the trends as he views it. The delegates received the Royal LePage Market Survey for 1989 as it pertains to real estate. It states:

> "For Hamilton, strong consumer confidence in Southern Ontario is expected to ensure another healthy year for residential real estate in Hamilton. Low vacancy rates and declining unemployment levels, combined with sound economic conditions, were the major factors influencing the demand for housing in Hamilton in 1988. Providing interest rates remain relatively stable, with minimum fluctuations in 1989, a positive outlook is forecast for the resale housing market in Hamilton.
>
> Residential resales are forecast to climb to 12,000 units in 1989, a 5% increase over the estimated 1988 level of 11,500 units.
>
> Overall selling prices in Hamilton are predicted to rise 6% to $141,000 in 1989, topping the estimated 1988 figure of $132,800 by over $8,000.00."

(d) **High Technology Parks: New Trends**

Mr. Stephen Bigsby, industrial commissioner of Montreal Urban Community, addressed the gathering. He spoke of the high profile research centres of North America - the Silican Valley of California, the Research Triangle Park in Atlanta and the Route 128 Park in Boston.

What makes research centres successful -- entrepreneurs, universities, venture capital and a number of smaller firms as against one large one. Good air, road and rail connections are vital in order to be successful. The communities ability to attract and retain high tech personnel is important. The quality of life offered by a community is therefore a factor in attracting personnel.

Mr. Bigsby noted however that results do not happen overnight. It takes time, perhaps as long as ten to twenty years.

(e) **Current Practices in the Appraisal Profession**

Mr. John Dorchester, a real estate analyst and consultant from Tulsa, Oklahoma, addressed the delegates on the topic of current practices in the Appraisal profession.

He discussed the difference between market price and market value in an overheated market. An overheated market produces a departure from the normalcy of market trends. An overheated market produces speculative market prices which are not market value.

He spoke of the emerging issue of environmental concerns. Our awareness of an environmental problem may exceed that of the market. "Today's answer may be tomorrow's problem."

On the social side, the Hamilton Chapter, hosted a reception to tell all about Hamilton and invite them to attend the 1990 Conference in our City. Visual aids from the Economic Development Department were utilized together with handout materials. The feedback received from the delegates was very positive and we look forward to hosting a very successful conference next year. Rick Buckle of my staff and myself are assisting in the formulation of the academic program.

I am of the opinion that attendance at the Conference benefited me personally and subsequently The Corporation for two major reasons:

1. It permitted me to continue my education in the real estate administration and appraisal field.

2. The conference provided a mechanism for establishing new professional contacts and renewing old ones and achieving an interchange of information between the various industry groupings within the organization.

I firmly believe the conference is beneficial to attend in the future.

The visit to Montreal also afforded me the opportunity to meet with Mr. Emile Mashaal, vice-president of Yale Properties, the owners of L.D.Jackson Square and Mr. M. Griffith of the Royal Bank, both of whom have their headquarters in Montreal and with whom we have been conducting business recently.

# FOR INFORMATION

8.

*REPORT TO:* Mr. J. D. Thompson
Secretary, Finance Committee

*FROM:* Mr. D.K. Beattie
Grants Co-Ordinator

*DATE:* 1989 June 14
*COMM FILE:*
*DEPT FILE:*

*SUBJECT:* **1989 GRANT APPEALS**

*BACKGROUND:*

At the Finance Committee May 19, 1989, meeting the Committee approved the new General Grant recommendations of the Grants Review Group. The applicants were notified of the recommendations to determine if an appeal would be made of this recommendation.

In addition the Grants Review Group has made recommendations on several Convention/Reception Grants in accordance with the procedures that were approved by City Council February 28, 1989. These procedures allow for the Grants Review Group to apply the funding formula of $4 per participant to a maximum of $1,500 for the Convention/Reception Grants. Once notified of this recommendation the applicant may appeal this decision to the Finance Committee.

As a result of the notification the following applicants have requested an appeal:

| Time | Applicant | Grant Type | Grant Request | Recommended Amount | Grant Category |
|---|---|---|---|---|---|
| 3:30 | Wesley Urban Ministries | General | $67,669 | $5,000 | Traditional |
| 3:45 | Music Here and Now | General | 1,210 | Nil | N/A |
| 4:00 | SHAIR International Resource Centre | General | 8,000 | Nil | N/A |
| 4:15 | Human Rights Monument | General | 5,000 | Nil | N/A |
| 4:30 | Royal Canadian College of Organists | Convention/ Reception | 4,550 | Nil[1] | N/A |

[1]Applicant received Regional Grant of $1,300 for same function.

Attached are the grant applications and/or supporting material for each applicant.

Consistent with the appeal procedure the applicants will make a fifteen minute presentation, after which the Committee may ask questions, make comments and take the appeal under advisement. A decision on the appeal should be made prior to the conclusion of the meeting.

The present balance of the Unallocated Grant Funds is $10,530, which would be used to fund any increased grant amounts as a result of the appeals.

Att'd

WESLEY URBAN MINISTRIES

Admi
WESL
129 R
L8R 1

KIRKE
NEIGH
210 N
L8R 1S7 (416) 528-8485

3.30

October 14th, 1988.

Mr. D. K. Beattie
Grants Co-Ordinator,
The Corporation of the
City of Hamilton,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4

Dear Mr. Beattie,

Enclosed, please find our 1989 Grant Application.

Trusting the information is satisfactory.

Sincerely,

Brigitt Bolton

B. Bolton
Executive Director

Encls.

BB/bg

# THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

LIAISON PERSON B. Bolton PHONE NO. 528-5629

**B. AMOUNT OF GRANT REQUEST:** $ 67,669

**C. PURPOSE OF GRANT:** (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST ..... | $ 644,371 | 90% |
| - CITY'S CONTRIBUTION (GRANT REQUEST) ..... | $ 67,669 | 10% |
| TOTAL OPERATING BUDGET | $ 712,040 | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

## FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

**GRANT PAYMENT**

- UPON CITY COUNCIL APPROVAL $ _____
- OTHER DATE OR INSTALMENTS $ _____ _____ (date)
  $ _____ _____
  $ _____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

See Appendices I - Historical Overview
II - Constitution and By-Laws
III - Documentation re Charitable Status

2. What are the general objectives and/or services of your organization?

Recreation: To provide social, educational, and recreational opportunites at an affordable level to people of all ages and of all backgrounds within their Neighbourhood House. To provide these programs at the lowest possible cost. To nurture and encourage members of the community itself to organize and run programs that they wish to have.

Programs include: (See Page 2 A.)

3. Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization? No other recreational service in either the Kirkendall or Strathcona Neighbourhoods provide services that have the holistic approach as those provided through Kirkendall Strathcona Neighbourhood House. Our programs are designed and carried out in a manner that involves not only the participant, but the whole family and in a manner that actively encourages and facilitates a sense of ownership in the community a sense of welcome and belonging to the immediate community and in turn the larger community. The programs and services offered at Kirkendall Strathcona Neighbourhood House are designed to specifically meet the unique needs of the working poor element within our society, especially to those who cannot speak English.

Page 2 Application General Grants Cont'd -

2. What are the general objectives and/or services of your organization? Cont'd

| | |
|---|---|
| Mom's Group | |
| Kindertots | |
| Ladies' Fitness Classes | - Adult |
| Co-Ed Fitness Classes | - Adult |
| After School Programs | - Crafts and Sports - Youth |
| Saturday Programs | - Crafts and Sports - Youth |
| P.D. Day Programs | - Youth |
| Computer Programs | - Youth and Adults |
| Community Resource Lounge | - Adults, especially Single Moms |
| Christmas Break Programs | - Youth |
| March Break Programs | - Youth |
| Teen Dancercize | - Teens |
| Summer Camp and Special Needs Camp | |
| Workshops | - Adults |
| Special Events | - Families |
| Special Events | - Seniors |
| Sports Clinics | - All Ages |
| Sports | - All Ages especially Teens |

See Appendix IV for complete list of all services offered by Wesley Urban Ministries.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __X__ If yes, please indicate number and type of involvement.

As of December 31, 1987, 1,515 volunteers assisted in the following areas:

| | | | |
|---|---|---|---|
| Agency Management | 14 | Maintenance | 1 |
| Service Delivery | 1,482 | Clerical | 4 |
| Fund Raising | 14 | Other | 0 |

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

Wesley Urban Ministries is a local organization.

6. Does your organization provide a service to:

| | Whole Organization | Kirkendall-Strathcona Neighbourhood |
|---|---|---|
| (a) All citizens | _____ | |
| (b) A specific group | __X__ | |
| (c) A specific area | __X__ | X (As mandated by the City of Hamilton) |

Describe briefly:

7. In what geographical area does your organization operate?

Kirkendall Strathcona Neighbourhood House is mandated to provide services to those people living within the area bounded by the West Side of Queen Street to the 403 and the escarpment to the bay. i.e. the Kirkendall- and Strathcona Neighbourhoods.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific. The grant that Wesley Urban Ministries is requesting will be used to fund the operation of our Recreational Services offered at Kirkendall Strathcona Neighbourhood House. Since 1982, when Kirkendall Strathcona Neighbourhood House became part of Wesley Urban Ministries, these recreational services have been provided to the community with Wesley Urban Ministries receiving no specific funding for the service (except Camp Services).(See Page 4.A)

9. For what reason does your organization merit the use of public funds for the purpose indicated above? Kirkendall-Strathcona Neighbourhood House was developed through a N.I.P. Grant (1979) thus the City of Hamilton has already acknowledged the need for a Community Centre in this area and has already invested in us. In providing these services to the Community, we are filling a gap|meeting a need that is overlooked by other services. As Kirkendall Strathcona Neighbourhood House is providing a public service, and indeed is mandated to do so, we feel that the use of public funds is most appropriate. (See Page 4.A)

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? **YES** X **No** ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|

( SEE APPENDIX V)

**NOTE:** YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No. However, when the City supports a service, it is easier for the organization to advocate for other funds because of this local support.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Wesley Urban Ministries is committed to expanding and securing our financial base. To accomplish this we are:

1) Actively seeking sources of ongoing government funding at all levels
2) Developing Kirkendall Strathcona Neighbourhood House into a Multi-Service Centre.
3) Actively seeking funding through Foundations(i.e. 80 Foundations have been contacted within last 3 months)( See Page 4A)

Page 4 Application General Grants Cont'd

8. For what purpose are the requested grant funds to be utilized within your organization? Continued.

Since 1982, we have diverted funds given to us for work with the homeless in the urban core, to the recreation and outreach services at Kirkendall Strathcona Neighbourhood House. This has been difficult to maintain but now that the needs of the homeless in the urban core has all of our resources, we can no longer divert them to the recreation program.

9. For what reason does your organization merit the use of public funds for the purpose indicated above? Continued.

The centre is open to the public and in fact is more accessible to the poor than are other centres because our fees are kept low.

11. What other steps are being taken to increase revenues? Continued.

4) Expanding our donating constituency through broader Public Relations and more frequent and informative contact with existing supporters.

5) Approach to Corporations and employee funds is currently being developed by Public Relations and Fund Raising Committee.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details. A fee schedule has been established for our recreational services and a membership program is in place, however at no time is the provision of service contigent upon the ability to pay a fee or purchase a membership. Subsidies are available to anyone wishing to participate but unable to pay fee. Membership fees are $20|yr for family and $5.00|yr for individuals. (See Page 5 A.)

13. Have you received funding from the City in prior years? If so, when and how much?

| Year | | Requested Amount | Approved Amount |
|---|---|---|---|
| 1979 | N.I.P. | $ 375,000 | $ 375,000 |
| | | $ | $ |
| | | $ | $ |
| | | $ | $ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1990 | $ 70,376 |
| 1991 | $ 73,191 |
| 1992 | $ 76,119 |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton? Our resources are currently stretched beyond reasonable limit and it is becoming increasingly more difficult to continue to provide consistent, quality service with such limited resources. We operate the Kirkendall Strathcona Neighbourhood House on funds diverted from our Wesley Centre downtown that caters to the needs of approximately 200 marginalized and homeless every day of the year. We can no longer divert these funds and continue meeting the needs in our Wesley Centre.

Page 5 Application General Grants Cont'd

12. Does this organization provide a service for which a charge is made? cont'd

Fees schedule is as follows:

| | Member | Non-Member |
|---|---|---|
| All Fitness Programs | $ 4.00\|wk | $ 4.50\|wk |
| P.D. Day Programs | $ 7.00\|day | $ 9.00\|day |
| Kindertot | $ 1.00\|day | $ .75\|day |
| Christmas and Spring Break | $ 40.00\|session | $ 50.00\|session |
| Summer Camp (1988 fees) | $ 20.00\|wk | $ 25.00\|wk |

All other programs are free of charge.

THE CORPORATION OF THE CITY OF HAMILTON

16. Will your organization ever be self-supporting? If yes, when?

80% of our administrative costs and 20% of our program costs are covered by the United Church of Canada. The balance must be met through government grants. This position will not change in the forseeable future.

If no, how will your service be continued if financial assistance is terminated in the future by the City?

17. Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?

Yes, as our human resources allow.

18. List the Executive Officers of your organization.

| Name and Title | Address | Telephone Number | |
|---|---|---|---|
| | | Business | Home |

(SEE APPENDIX VI )

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

Recreational Services

| Description (1) | Fiscal Year Ended: Actual Preceding Year Dec.31st 19 88 (2) | Fiscal Year Ended: Estimate Current Grant Year Dec.31 19 89 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| Donations | 16,320 | 18,552 | 2,232 | 14% |
| Foundations and SVS Clubs | 3,200 | 3,200 | ϕ | ϕ |
| Special Events | 660 | 1,100 | 440 | 67% |
| Program Fees | 7,000 | 7,000 | ϕ | ϕ |
| Rent | 2,593 | 440 | (2,153) | |
| Other | 4,070 | 220 | (3,850) | 83% |
| **GRANT RECEIPTS** | | | | |
| Government of Canada | - | 20,000 | 20,000 | |
| Government of Ontario | 7,942 | 7,260 | (682) | (9%) |
| Other Municipalities (Specify) | | | | |
| United Way Grants | | | | |
| **OTHER** (Specify) | | | | |
| United Church of Canada | 35,200 | 23,213 | ( 11,987) | (34%) |
| **TOTAL REVENUES** | 76,985 | 80,985 | 4,000 | 5% |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | 70,025 | 83,651 | 13,626 | 16% |
| Other (Specify) | | | | |
| Mileage and Parking | 665 | 760 | 95 | 14% |
| Agency Vehicle | 570 | 855 | 285 | 50% |
| Staff Development | 570 | 570 | ϕ | ϕ |
| Program Service Expenses | 10,790 | 42,530 | 31,740 | 294% |
| Fund Raising and Promotion | 1,672 | 3,014 | 1,342 | 80% |
| Administrative | 5,890 | 5,966 | 76 | 1% |
| Facility Expenses | 9,894 | 11,308 | 1,414 | 14% |
| **TOTAL EXPENDITURES** | 100,076 | 148,654 | 48,578 | 33% |
| **SURPLUS OR (DEFICIT)** | ( 23,091) | ( 67,669) | ( 44,578) | 34% |

(See Exhibit 1A attached)

Exhibit 1A

Appendix "A" Exhibit 1 Application General Grants - Cont'd

PLEASE NOTE:

In 1988 Wesley Urban Ministries made the change to Functional Budgetting, which has proven a tremendous tool in financial planning and in the recognizing realistic and accurate financial needs on a per service basis. This explains the dramatic change in some areas of income and expense.

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position (1) | | Fiscal Year Ended: Actual Preceding Year Dec 31 1988 (2) | Fiscal Year Ended: Estimate Current Grant Year Dec 31 1989 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | % (5) |
|---|---|---|---|---|---|
| [illegible] | [illegible] | [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | Director of Services | 38,493 | 39,[illegible] | [illegible] | [illegible] |
| P. Geraghty | Executive Assistant | 25,733 | 26,[illegible] | [illegible] | [illegible] |
| M. Kowalski | Volunteer Co-ordinator | 20,850 | 21,893 | 943 | [illegible] |
| J. Campos | Community Worker | 20,850 | 21,893 | 943 | [illegible] |
| A. Martello | Community Worker | 12,652 | 13,285 | 663 | [illegible] |
| A. Di Luca | Community Worker | 8,199 | 8,[illegible] | [illegible] | [illegible] |
| P. Foote | Maintenance Supervisor | 22,080 | 23,184 | 1,104 | [illegible] |
| L. Goucy | Sr. Program Co-ordinator | 22,080 | 23,184 | 1,104 | [illegible] |
| E. St Pierre | Program Co-ordinator | 20,850 | 21,893 | [illegible] | [illegible] |
| J. Moffitt | Sr. Counsellor | 24,285 | 25,709 | 1,204 | [illegible] |
| J. Watkins | Program Assistant | 17,275 | 18,139 | 864 | [illegible] |
| C. Gruener | Receptionist | 17,037 | 17,889 | 852 | [illegible] |
| B. Goddard | Secretary | 19,810 | 20,801 | 991 | [illegible] |
| D. Taylor | Food Services Co-ordinator | 16,775 | 17,614 | 839 | [illegible] |
| E. Tolar | Maintenance/Security | 16,775 | 17,614 | 839 | [illegible] |
| S. Harding | Recreationist | 18,775 | 19,714 | 939 | [illegible] |
| D. Zember | Computer Facilitator* | 14,720 | 19,130 | 4,410 | [illegible] |
| | Clerical Support (1/2 time) | --- | 8,852 | 8,852 | |
| | Community Worker | --- | 20,130 | 20,130 | |
| | Maintenance | --- | 16,704 | 16,704 | |
| | Saturday Worker (x2) | --- | 5,426 | 5,426 | |

* In 1988, this position was carried for 9.5 months only and was not included in the budget, however, due to the importance of this program, it was necessary to maintain this position.

| | | | | |
|---|---|---|---|---|
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | 368,550 | 440,267 | 71,717 | 16% |

Please note that the Recreational Services staff salaries and benefits represent 19% of total salaries & benefits costs. Therefore, 70,025 of the above total is shown on Exhibit 1.

# SERVICE OBJECTIVES

## 1. COMMUNITY DEVELOPMENT & RESEARCH

A) WESLEY CENTRE - This service is designed to bring the marginalized persons of the downtown core together using Wesley Centre as their common bond. by giving them this common bond, helping them start an in-house committee, we intend to help those people define, understand, and articulate the common problems that they experience. We will assist them to work towards finding the solutions to some of these problems. Through community development, we expect to raise the level of self-esteem of these people, reduce their isolation, and ultimately assist them towards finding more meaningful places in our society.

The importance of COMMUNITY DEVELOPMENT:
To reduce isolation, create stability, improve self-esteem. With these factors in place, a person is more likely to find their way back into mainstream society.

B) KIRKENDALL-STRATHCONA NEIGHBOURHOOD HOUSE

This service is designed to bring the people of the Kirkendall and Strathcona communities - a very diverse multi- cultural, working poor community - together around one common factor - their neighbourhood house. By giving them a common bond, we intend to help them define, understand and articulate their local problems and then help them to work towards solving some of these problems. With this particular community, the key will be to first help then see themselves as a COMMUNITY. At present, the larger community is made up of smaller, fragmented groups. Cultural, language, and social barriers exist between these groups many of which stem from their countries of origin.

Importance of COMMUNITY DEVELOPMENT:
To reduce isolation, create stability, improve self-esteem and in so doing allow and encourage more contribution and participation in the Community and in society as a whole.

The RESEARCH component is carried out in both programs and is designed to determine by sound research methods, the most appropriate and effective means of delivering the services with the view to meeting objectives and to assisting the members of the communities to meet their maximum potential. To share this research and statistics with other similar organizations across the country.

## 2. INTERGROUP RELATIONS

A) WESLEY CENTRE - To improve relations between groups of people and to attempt to eliminate discrimination based on national origin (white vs. aboriginal) To enjoy the rights and privileges inherent in being members of a Canadian Community. To organize programs, conduct individual counselling, and provide speakers designed to enable persons to better understand and appreciate people of other cultures.

To provide advocacy, counselling, personal help & emotional support, advise and guidance, information, and where possible referrals to members of this marginalized community.

5. RECREATIONAL SERVICES

KIRKENDALL STRATHCONA NEIGHBOURHOOD HOUSE

To provide social, educational, and recreational opportunities at an affordable level to people of all ages and of all backgrounds within their Neighbourhood House. To provide these programs at the lowest possible cost. To nurture & encourage members of the community itself to organize and run programs that they wish to have.

6. DAYTIME SHELTER CARE

WESLEY CENTRE - To provide basic, survival level assistance throughout the day to the marginalized and homeless in whatever capacity is needed, including food, clothing, laundry, and personal hygiene facilities, advocacy and counselling. To enhance to the best of our ability the quality of life for the homeless and marginalized in our society. To engage the homeless and marginalized in the other services we offer that may afford them an opportunity to alter the direction of their lives.

7. EMERGENCY AID

To provide food, clothing, personal hygiene products and household items free of charge to those in need. To provide small cash loans to those in need. To provide, at a minimal charge, a summer camp experience for children from families who have inadequate income.
To provide by way of the Christmas Store, food, clothing, gifts, toys, and other "extra's" in a manner that allows the recipient to maintain their dignity and pride by allowing them to choose for themselves and their families, those items that are most appropriate to their needs.

8. ADMINISTRATION

To perform all clerical, reception, and bookkeeping duties for Wesley urban Ministries. To assist the direct service providers in any way possible, To recruit, screen, train, support, and supervise the many volunteers needed by Wesley Urban Ministries.

MAR 11 1981

Revenue Canada Taxation | Revenu Canada Impôt

Your file Votre référence

Our file Notre référence

80-3835
Tel. (613) 996-9365

Wesley Urban Ministries Inc.
61 Rebecca Street
Hamilton, Ontario
L8R 1B5

Attention: Mr. Gary Quart
Executive Director, Administration

March 5, 1981

0591156-09-14

Dear Sirs:

Re: Wesley Urban Ministries Inc.
Application for Registration

Reference is made to the Application for Registration filed on behalf of the above-named organization for the purpose of registration as a charity under the Income Tax Act. We regret the unavoidable delay in replying due to our present workload.

Based on the information supplied, and assuming that the organization's activities will be as stated in its application, Wesley Urban Ministries Inc. has been granted tax-exempt status as a registered charity under paragraph 149(1)(f) of the Act. Any change in operation, character or purpose of the organization is to be reported immediately to this office so that its effect on the organization's continued registered status may be determined.

The effective date of registration is January 1, 1980 and the prescribed Notification of Registration (form T2051), bearing the official registration number assigned to the charity, will be issued under a separate cover within a few days.

From the information provided in support of its application, we understand that Wesley Urban Ministries Inc. intends to operate as a "charitable organization" within the meaning of paragraph 149.1(1)(b) of the Act. (Appendix D of the enclosed Information Circular contains the foregoing and all other references to section 149.1 of the Act for your

| | CURRENT PERIOD | CURRENT YTD | BUDGET YTD | VARIANCE |
|---|---|---|---|---|
| (Continued) | | | | |
| SUNDRY OFFICE SUPPLIES & EQ | 0 | 1,924 | 0 | 1,924 |
| POSTAGE | 0 | 500 | 0 | 500 |
| OFFICE EQUIP. (OVER $50) | 0 | 0 | 0 | 0 |
| BOOKS & PERIODICALS - STAFF | 0 | 207 | 0 | 207 |
| PROMOTION | 0 | 0 | 0 | 0 |
| Subtotal | 0 | 2,631 | 0 | 2,631 |
| Total expense | 3,507 | 54,095 | 0 | 54,095 |
| EXCESS (DEFICIENCY) OF INCOME | 2,377 | 22,138 | 0 | 22,138 |

# WESLEY URBAN MINISTRIES LISTING OF ACTIVE & REQUESTED GRANTS

| | | | | | |
|---|---|---|---|---|---|
| 02/88 | Ministry of Community & Social Services | Community & Neighbourhood Support Services Program | 47,000 | Social & Live Skills Program | Approved |
| 03/15/88<br>08/25/88 | Ministry of Employment & Immigration | Job Development ( X 2 ) | 51,488<br>54,373 | Job Skills Training Program | Approved |
| 04/18/88 | Ministry of Employment & Immigration | Section 38 | 51,946 | Job Creation Program | Approved |
| 03/ /88 | Ministry of Employment & Immigration | Challenge /88 | 7,981 | Counsellors for Summer Camp | Approved |
| 03/ /88 | Ministry of Skills Development | Ontario Youth Employment | 1,800 | Junior Counsellors for Summer Camp | Approved |
| 05/ /87 | Ministry of Housing | Project 3,000 Supported Housing | 475,000 | To purchase & renovate 3 single homes (12 Units) | Approved |
| 07/ /87 | United Way of Burlington-Hamilton-Wentworth | Demonstration & Development | 7,500 | Emergency Assistance Program | Approved |
| 08/ /87 | United Church of Canada | Mission Strategy & Support Grant | 160,000 | Operating funds for whole organization | Approved |

PS/bg
October/88

APPENDIX V

# WESLEY URBAN MINISTRIES LISTING OF ACTIVE & REQUESTED GRANTS

| | | | | | |
|---|---|---|---|---|---|
| 10/88 | Ministry of Citizenship | Citizenship Development | 14,000 | Volunteer Development & Training Program for Ethnic Community | negotiating |
| 03/88 | Employment & Immigration | | 51,000 | To conduct a feasability study into WUM developing a Work Employment training program | tabled, no funds available |
| 05/88 | Skills Development | Ontario Community Literacy Program | 10,160 | Literacy Program for Wesley Centre Clients | -denied |
| 05/88 | District Health Council | Addiction Services for Youth | 36,000 | Alternative lifestyle Program for Youth in danger of developing substance addictions | under review |
| 03/88 | Ministry of Community & Social Services | Home Support for the elderly ( X2) | 34,300<br>39,200 | To provide support services for the elderly members of our two target communities | under review |
| 05/88 | Ministry of Housing | Supportive Housing | ? | To purchase & renovate home to provide 30 Units of supportive housing | tentative approval of 8 Units |
| 07/88 | United Way | Demonstration & Development | 15,000 | Emergency Assistance & Inter- Group Relations- (KSNH) | under (consideration |
| 08/88 | U. C. of C. | Mission Strategy & Support | 182,000 | Operating funds for whole operation | -tentative approval |

Ongoing appeals to Foundations & Service Clubs.

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

See Appendix VII

October 14th, 1988.
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

Birgitt Bolton -Executive Director.
Name and Title of Officer Making Application

Signature of Officer Making Application

528-5629
Telephone Number

3:45

# MUSIC HERE AND NOW

HISTORY: Founded in the summer of 1987 by a group of Hamilton music lovers dedicated to bringing contemporary "classical" music to the attention of Hamilton audiences

MISSION: There has been a great deal of fine music for small ensembles of orchestral instruments that has been written in the 20th century. Hamilton audiences have been well served by many groups which perform older music, but now that the 21st century is almost upon us, we felt that an effort should be made to acquaint this audience with contemporary styles.

ACHIEVEMENTS:

Only organization in Hamilton devoted to programming contemporary chamber music concerts

Several world and Canadian premieres of works by internationally renowned composers

Reviewed to critical acclaim

Loyal and devoted audiences from Hamilton and beyond

Employment opportunities for many local performers

Informative "Museletter" distributed across Canada and to U.S. readers as well

FINANCES:

Lean budget: over 75% goes to the artists. Publicity takes up about 15%; <u>less than 10%</u> for administration. Almost 25% of our income is from ticket sales

Tremendous advertising support from Westdale businesses

Recipient of grants from both the Canada Council and Ontario Arts Council; Support from a broad cross section of individual donors

APPEAL TO COUNCIL:

*We need your help to expand our publicity campaign: posters and brochures are expensive, as is the production of the Museletter.*

*In this way we can make our presence known to more Hamiltonians and give them the opportunity to enjoy our special and unique programmes.*

APPLICATION
GENERAL GRANTS
(Rev. February 1987)

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

Music Here And Now
45-1967 Main St. W.
Hamilton, Ontario L8S 4P4
526-6579

LIAISON PERSON A.A. Pilt PHONE NO. 526-6579

**B. AMOUNT OF GRANT REQUEST:** $ 1210.00

**C. PURPOSE OF GRANT:** (Indicate)

X CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | 6390 | 84 |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | 1210 | 16 |
| TOTAL OPERATING BUDGET $ | 7600. | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ _____ | $ _____ | $ _____ | $ _____ |
| CATEGORY _____ | CATEGORY _____ | CATEGORY _____ | |

**GRANT PAYMENT**

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

**THE CORPORATION OF THE CITY OF HAMILTON**

1. **Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.**

The organization was founded in June, 1987, by a group of Hamilton music-lovers who became the Executive Officers (see S. 18). The feasability of "Incorporation without share capital" is at present being investigated. An application to Revenue Canada for charitable status was submitted in September, 1987, but no answer as yet has been received. All Hamilton-area residents are welcome to join "Friends of Music Here And Now" upon payment of a membership fee. The organization is at present administered by the Officers on a volunteer basis and the Officers are donating and/or underwriting assorted costs, when and as necessary. Nevertheless, we are experiencing steady growth and community support, as well as recognition by critics (Hugh Fraser) and funding from both federal (Canada Council) and provincial (Ont. Arts Council) sources.

2. **What are the general objectives and/or services of your organization?**

To advance the knowledge of, to inform, interest and educate the residents of Hamilton and the H.-W. region in contemporary "serious" or "art" music, especially that composed by Canadians; to assure them that this art form, both in composition and performance is alive and well in Hamilton and is of world-class stature; to entertain them via the presentation of enjoyable, regular concerts of such music; and to foster the highest standards in musica composition and performance in the City and Region.

Services: A series of 4 annual concerts, open to the public at a very modest cost; featuring the finest in contemporary performance and composition and emphasizing the achievements of Hamilton and area musicians (composers and performers); the publication of articles, newsletters and other educational materials for the benefit of all concert-goers and other interested citizens.

3. **Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?**

NO! The closest might be the HPO's Music Alive! series; this presents contemporary orchestral music from around the world, while our mandate is to present music for "small ensembles" (1-5 performers) and to emphasize Canadian and local (city/region) talent. Our relations with the HPO are very good; we have received (informally) advice re marketing and publicity and we share a mailing list of supporters and fans of new music.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __X__ If yes, please indicate number and type of involvement.

Yes -- the number varies. The Board (Officers) all volunteer their services, of course; but we can usually rely on up to 10 others for mailings, typing, setting up and cleaning of rented performance space, providing refreshments, etc.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

We are a locally operated organization. Most of our membership and audience is drawn from the City and Region, although we do get supporters from Burlington, Oakville, Guelph and Grimsby. All of our corporate purchases (printing, office supplies, etc.) are done locally and our corporate support, mainly in the form of programme advertisements is from local businesses.

6. Does your organization provide a service to:

(a) All citizens __X__

(b) A specific group _____

(c) A specific area _____

Describe briefly:

Everyone is welcome to attend our concerts!

7. In what geographical area does your organization operate?

As mentioned in Para. 5, we are a Hamilton-based organization, but we do get audiences from farther afield. Nevertheless, our most important commitment to the City and Region, which we demonstrate by our support for local small businesses (and vice versa) as well as our preference to feature area musicians whenever possible

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

There are many costs involved in operating an organization such as ours -- musicians first of all, postage, publicity, printing, etc. But among our most important endeavours is our Museletter: "an indispensable accompaniment to each concert, to provoke thought and discussion, to defuzzify the arcane fiddle-faddl surrounding modern music". It is also a very expensive project to produce, prin and mail. Support for the Museletter would be extremely important.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

As our primary educational vehicle, it is informative, entertaining and thought-provoking. Contemporary music must be made understandable to our devoted and loyal audiences, and to those who would attend concerts were it not for the mystique. Each organization does this in its own way; Maestro Brott chooses to chat prior to a MusicAlive concert; we prefer to provide the audience with a document which can be read, thought about, discussed and responded to at leisure and with the reflection deserved.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|
| June 1988 | Canada Council | $2,000 | $2,000 (app) |
| Aug. 1988 | Ontario Arts Council | $2,000 | $2,000 (app) |

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

Revenues are raised at present by: selling advertisements in our concert programmes to local businesses, from box office take and private donations. We believe that when our Tax Number is finally approved by Revenue Canada fundraising from individuals, corporations and foundations would be greatly facilitated. The lack of a Tax Number is presently a great hindrance to us and we are hoping the the City could assist us with a grant while this fund-raising vehicle is pending.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

A charge is made for admission to concerts. This charge is quite modest in the hope that as many residents as possible would attend our concerts who might not normally come to an evening of new, unfamiliar and possibly even challenging music. Single tickets are $8 regular, $6 students and seniors; 4-concert subscriptions are available for $30 reg., $20 stud./sen. Our informative Museletter, is free to all concert goers.

13. Have you received funding from the City in prior years? If so, when and how much?

No.

| Year | Requested Amount | Approved Amount |
|---|---|---|
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1990 | $ 1250. |
| 1991 | $ 1300. |
| 1992 | $ 1375. |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

Most of our budget is devoted to artistic fees and we are committed to paying our artists a fee commensurate with their abilities and the effort necessary to present contemporary music. Savings would have to come from a retrenchment in our publicity and promotion budget, which would undoubtedly affect the box office; as a worst-case scenario, consideration would have to be given to reducing, or even suspending, publication of the Museletter.

THE CORPORATION OF THE CITY OF HAMILTON

16. **Will your organization ever be self-supporting? If yes, when?**

Like almost all non-profit arts organizations, it is unlikely that we could ever continue operations without governmental or other forms of public funding. Earned revenue alone can never be sufficient to meet all our expenditures; private sector funding is subject to the vagaries of the economy; we are planning years in advance. Stability is vital to organizations such as ours. Ticket prices are deliberately kept on the low side to encourage as many residents of the City and Region as possible to enjoy, and be enriched, by our concerts. Nowhere in the world could such a group be self-supporting.

**If no, how will your service be continued if financial assistance is terminated in the future by the City?**

With blood, sweat, toil, tears, and hope: we will work harder, fund-raise more efficiently, donate our own resources, and wonder why the municipality in which we live, love and work could not support our efforts.

Nevertheless, we will stay, because we are committed to Hamilton. There is a cultural renaissance here, as demonstrated by the success of so many other musical, theatrical and artistic events here: we want to contribute to this and we are convinced that Council will agree.

17. **Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?**

The organization itself certainly has no objection. But it must be realized that our product, if any, is manifested in the performance of music; our performers are all hired on a contract basis through the Hamilton Musicians' Guild and it would be inappropriate, not to say presumptuous, to make any commitments on their behalf. If they, and the Guild, are willing, then so are we.

18. **List the Executive Officers of your organization.**

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| E. Miller, Artistic Director | 45-1967 Main St. W. Hamilton, L8S 4P4 | 526-6579 | |
| L. Gerry, Secretary | 14 Brodick St. Hamilton, L8S 3E4 | 529-2500 | |
| J. Strifler, Dir. of Development | 96 Sterling St. Hamilton L8S 4J4 | 523-1148 | |
| A. Pilt, Treasurer | 45-1967 Main St. W. Hamilton L8S 4P4 | 526-6579 | |
| E. C. Stewart, Dir. of Volunteers | 2-125 Limeridge Rd. W. Hamilton, L9C 2V3 | 389-9163 | |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted as soon as possible, and in any event, before the grant is paid.

20 October 1988
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

A.A. Pilt, M.A., Ph.D., Treasurer
Name and Title of Officer Making Application

Signature of Officer Making Application

526-6579
Telephone Number

Appendix "A"
Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year 01/07 1988 (2) | Fiscal Year Ended: Estimate Current Grant Year 01/07 1989 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | Increase+ Decrease- over Preceding Fiscal Year: % (5) | |
|---|---|---|---|---|---|
| **REVENUES** | | | | | |
| Income (Specify) | | | | | |
| Box Office | 1239. | 1300. | 61. | 5% | |
| Advertisers | 840. | 840. | 0. | 0 | |
| Other | 56. | 0. | (56.) | -- | |
| **GRANT RECEIPTS** | | | | | |
| Government of Canada | 2000. | 2000. | 0. | 0 | |
| Government of Ontario | 0. | 2000. | 2000. | -- | |
| Other Municipalities (Specify) | | | | | |
| United Way Grants | | | | | |
| **OTHER** (Specify) | | | | | |
| Corporate sponsors | 450. | 0. | (450.) | -- | (1) |
| Individual Sponsors | 117. | 150. | 33. | 28% | |
| Bank Interest | 76. | 100. | 24. | 31% | |
| **TOTAL REVENUES** | 4778. | 6390. | 1612. | 34% | |
| **EXPENDITURES** | | | | | |
| Salaries and Benefits (detail on Exhibit 2) | 0. | 0. | 0. | 0% | |
| Other (Specify) | | | | | |
| Artistic | 2950. | 4100. | 1150. | 39% | (2) |
| Operating | 229. | 300. | 71. | 31% | |
| Production | 379. | 960. | 581. | 153% | (3) |
| Fundraising | 97. | 200. | 103. | 106% | |
| Publicity, promotion | 380. | 1000. | 620. | 163% | (4) |
| Other | 384. | 240. | (144.) | (37%) | |
| Newsletter | 0. | 800. | 800. | -- | (5) |
| **TOTAL EXPENDITURES** | 4419. | 7600. | 3181. | 72% | |
| **SURPLUS OR (DEFICIT)** | 359. | (1210.) | (851.) | -- | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position | Fiscal Year Ended: Actual Preceding Year 19___ | Fiscal Year Ended: Estimate Current Grant Year 19___ | Increase+ Decrease- over Preceding Fiscal Year: Amount | % |
|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) |

We have no salaried staff. The musicians and artistic director are hired on a contract basis.

| | | | | |
|---|---|---|---|---|
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | | | | |

Notes and Explanations to the Statement of Revenues & Expenditures.

The organization was founded in 1987; accordingly, we are presenting you with our inaugural statement.

We would like first to point out that we have received Canada Council and Ontario Arts Council Funding very early in our existence; this is most unusual and is a measure of the importance of our organization and of the confidence which these bodies have in us.

We would also like to point out that both federal and provincial granting agencies have reiterated their expectation and hope that municipal funding would thereby also be forthcoming, this confidence having been expressed. This hope was most recently expressed by Ms Nalina Stewart, Chair of the Ontario Arts Council, at the recent meeting held in Hamilton to discuss the OAC's Five Year Plan, where she pointed out her hope that OAC-funded community organizations be also supported by the local municipality.

Note 1. It is regretted that our corporate campaign is temporarily "on hold" pending our Charitable Tax Number from Revenue Canada. We are grateful to these donors for their past donations and understand their reluctance to donate again until charitable status from Revenue Canada can be confirmed.

Note 2. The effort required by musicians to prepare, rehearse and present a concert of contemporary music, much of it new to their experience, is considerable. This year's artistic fees are far more reasonable; we cannot, after all, expect our performers to subsidise <u>us</u> by charging unreasonably low fees.

Note 3. Production expenses have increased greatly because much "in-kind" donations in the form of printing and equipment rental is no longer available to us due to personnel changes at the businesses in question. At any rate, they too deserve a fair payment for services rendered.

Note 4. Publicity and promotion expenses have increased because we feel this was greatly underspent in our first year. Of this amount, we spent $500. in producing a brochure (enclosed) to attract a larger audience. This money was spent locally.

Note 5. Again, last year we received considerable "in-kind" donations to assist in producing, printing and distributing the Museletter Regrettably, this is again unavailable to us. We do feel the Museletter to be a most important adjunct to our series; several are enclosed for the Committee's benefit.

SHAIR INTERNATIONAL RESOURCE CENTRE
25 Hughson St. South, Suite 514
Hamilton, Ontario L8N 2A5 528-9055

4:00

October 17, 1988

Mr. D. Kevin Beatti
Grants Co-ordinator
The Corporation of the City of Hamilton
Treasury Department
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Beatti:

Enclosed you will find SHAIR's application for funds to the City of Hamilton.

In keeping with SHAIR's goals and objectives we hope to be able to continue to work closely with youth and immigrant women in the Hamilton community and provide personnel and educational resources to refugee sponsoring groups in the city of Hamilton.

The expenses that SHAIR must incurr in carrying out these activities are not covered by any other grant application submitted to other funding bodies. The support of the Corporation is vital to ensure that these projects continue to be offered to Hamiltonians.

If you have any questions of feel there is more information we could provide, we would be pleased to have you contact us.

Thank you for your support.

Sincerely,

Maurice Dauda

for Carol L. Dauda
President Board of Directors

S.H.A.I.R. is a non-profit, non-governmental organization concerned with human rights, development, and Third World issues. Established in 1970, it is funded by local community groups and individuals and by grants from Secretary of State and the Canadian International Development Agency (CIDA).

APPLICATION
GENERAL GRANTS
(Rev. February 1987)

THE CORPORATION OF THE CITY OF HAMILTON

Each organization applying for a grant is required to complete this form annually and forward same to Mr. D. K. Beattie, Grants Co-ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, L8N 3T4 (telephone 526-2739), together with their supporting information indicated, on or before October 15.

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

In the event that more space is required in replying to any question, please use a supplementary sheet and attach to the application.

**A. NAME, ADDRESS AND TELEPHONE NUMBER OF ORGANIZATION:**

**SHAIR** International Resource Centre (416) 528-9055
25 Hughson Street South, Suite 514
Hamilton, Ontario
L8N 2A5
LIAISON PERSON Monica Quinlan PHONE NO. 528-9055

**B. AMOUNT OF GRANT REQUEST:** $ 8,000

**C. PURPOSE OF GRANT:** (Indicate)

__X__ CONTINUING GENERAL ACTIVITIES (OPERATING)
_____ CAPITAL
_____ ONE TIME - SPECIFIC PURPOSE

**D. IF OPERATING GRANT, CALCULATE THE CITY'S CONTRIBUTION AS A PERCENTAGE OF YOUR TOTAL OPERATING BUDGET:**

| | AMOUNT | % |
|---|---|---|
| - OPERATING BUDGET - NOT INCLUDING GRANT REQUEST .....$ | 109,564 | 92.70 |
| - CITY'S CONTRIBUTION (GRANT REQUEST) .....$ | 8,000 | 7.30 |
| TOTAL OPERATING BUDGET $ | 117,564 | 100% |

**NOTE:** In most cases the approved grant may be limited to a maximum of 25% of the total operating budget after the initial grant year. The total operating budget must include any relevant charges for City property rentals and cost recovery of services.

FOR CITY USE ONLY

RECOMMENDATION

| 1) GRANTS SUB-COMMITTEE | 2) FINANCE COMMITTEE | 3) CITY COUNCIL | 4) APPEAL |
|---|---|---|---|
| $ | $ | $ | $ |
| CATEGORY | CATEGORY | CATEGORY | |

GRANT PAYMENT

- UPON CITY COUNCIL APPROVAL $_____
- OTHER DATE OR INSTALMENTS $_____ _____ (date)
  $_____ _____
  $_____ _____

THE CORPORATION OF THE CITY OF HAMILTON

1. **Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.**

SHAIR International Resource Centre is a non-profit community organization conducting and supporting a wide range of activities aimed at increasing the Hamilton community understanding and involvement in human rights, Third World issues, development and cross-cultural relations. SHAIR was established in the Hamilton community in 1970 and became incorporated on September 23, 1970 as a non-profit, charitable organization. (Corporation #0237640, Charity #0378240-53-14)

SHAIR's programmes and projects are funded through grants from the Canadian International Development Agency, Secretary of State, private donations, membership fees, and SHAIR's own fundraising/educational programmes.

2. **What are the general objectives and/or services of your organization?**

*To encourage and provide opportunities for discussion, action and education on questions concerning global development, human rights and social justice.

*To develop a year-round educational thrust in the Hamilton community, which would mobilize the separate efforts of persons and groups, in order to obtain a greater impact in the area.

*To strengthen cultural exchange programmes already existing in Hamilton and encourage the formation of new ones.

*To develop the objectives through the formal school system, as well as through informal youth groups.

*To develop new tools for education and provide a resource office and library for the exchange of materials, ideas and a meeting place.

3. **Is there a local organization that provides similar services to those stated above. If yes, how are your services different from this other organization?**

No.

THE CORPORATION OF THE CITY OF HAMILTON

4. Do volunteers participate in your program?

No _____ Yes __X__ If yes, please indicate number and type of involvement.

SHAIR co-ordinates the work of approximately 70 volunteers. Thirty of them are actively engaged in the day to day activities of the organization. SHAIR is administered and managed by a 10 member Board of Directors. Other volunteers sit on various committees, i.e. fundrasing, programmes, projects, staff advisory, and library. There are approximately 40 ad hoc volunteers who contribute time and expertise to specific educational and educational/ fundraising activities, i.e. workshops, Women in Development committee, graphics and articles for our monthly publication - International Forum, SHAIR's annual rich/poor dinner.

5. Is your organization local in nature or is it a branch or segment of a provincial or national organization?

SHAIR is local in nature.

6. Does your organization provide a service to:

(a) All citizens __X__

(b) A specific group _____

(c) A specific area _____

Describe briefly:

SHAIR provides information and resource materials free of charge to any citizen interested in global development and international affairs. We also provide information, resource materials and programmes to a variety of groups in the Hamilton community: a) teachers and students grades 4-13, and also university students, b) labour groups, c) service clubs, d) church groups, e) professional associations, f) community organizations, g) women's groups.

7. In what geographical area does your organization operate?

Within the boundaries of the City of Hamilton.

THE CORPORATION OF THE CITY OF HAMILTON

8. For what purpose are the requested grant funds to be utilized within your organization? Be specific.

Operational funds to be used as follows:

1) Promotion of schools programme from Kindergarten to University level.
2) To promote increase participation of Hamiltonians in international related issues through education and participation in local organizations.
3) To provide a meeting space and administrative resources to events, programmes, projects of other groups to enable them to act upon their global concerns.

9. For what reason does your organization merit the use of public funds for the purpose indicated above?

SHAIR provides the Hamilton community with resources and services that would be otherwise unavailable. SHAIR also makes an invaluable community contribution in its school programme which promotes tolerance and responsibility among the student population.

Finally, SHAIR's contribution towards making Hamilton citizens more aware of global issues results in a more sofisticated population which, in turn, can only improve Hamilton status as one of Canada's major cities.

10. a) Has the organization requested financial assistance in the last twelve months from other organizations, e.g. Federal, Provincial, or Municipal Governments, Private Corporations, Foundations, etc? YES X No ____

If Yes, complete the following:

| Date of Application | From Whom Requested | Amount Requested | Approved or Denied Amount |
|---|---|---|---|
| April 1, 1988 | Canadian International Development Agency | 69,322 | 69,322 |
| April 1, 1988 | Secretary of State | 17,135 | 17,135 |
| April 1, 1988 | The Hamilton Foundation | 1,045 | 1,087 |

**NOTE:** YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON--WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

b) Are any funds outlined above conditional upon City assistance. If yes, what are the ramifications of the City denying a Grant?

No funds are conditional upon City assistance. However, if the City denies a Grant to SHAIR it would mean a scaling down of our endeavours at a time when the growth of our resources and administrative talent have resulted in an increase demand to sponsor and organize events that offer an opportunity for Hamilton to respond to global concerns.

11. What other steps are being taken to increase revenues? Examples should be given such as increasing your membership or admission fees.

SHAIR on an on-going basis encourages those who support our goals and objectives to become members and make financial contributions to help offset our operating costs. In the last year our membership has increased by approximately 18%. For the coming year SHAIR is organizing some major fundraising activities, such as an Alternative Christmas fair in late November, a film festival in January, etc.

THE CORPORATION OF THE CITY OF HAMILTON

12. Does this organization provide a service for which a charge is made? Some examples are admission fees, membership fees and rental charges. If answer is "yes", give details.

No. All resources and programmes are provided free of charge, but people who choose to support the work of the organization by becoming members pay a $15 annual membership fee. Members receive SHAIR's monthly publication, International Forum.

13. Have you received funding from the City in prior years? If so, when and how much? No.

| Year | Requested Amount | Approved Amount |
|---|---|---|
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |
| _____ | $ _____ | $ _____ |

14. What are your estimated grant requests from the City of Hamilton for the next three years (exclusive of the present grant application year)?

| Year | Amount |
|---|---|
| 1989 | $ 8,000 |
| 1990 | $ 8,400 |
| 1991 | $ 8,820 |

**THE GRANTING OF ASSISTANCE IN ANY ONE YEAR OR OVER SEVERAL YEARS IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.**

**NOTE: An organization receiving a grant will NOT automatically qualify for continuing funding, and will be subject to annual evaluation.**

15. What are the consequences to your organization of receiving no funding from the City of Hamilton?

SHAIR must raise 25% of its budget locally. If we do not receive funds from the City, SHAIR personnel and volunteers will have to spend a disproportionate amount of time in organizing fundraising events. This would mean that less time would be dedicated to educational activities, research, and less programmes would be offered to Hamilton schools and other community groups.

THE CORPORATION OF THE CITY OF HAMILTON

16. **Will your organization ever be self-supporting? If yes, when?**

No. We do not provide income generating services.

**If no, how will your service be continued if financial assistance is terminated in the future by the City?**

We sould have torevert back to extensive fundraising.

17. **Would your organization agree, subject to your availability and if requested by the City, to perform or otherwise provide your services at public functions or events, free of charge?**

With pleasure! We would be very happy to provide displays, speakers, resource materials or whatever is appropriate to the function or event.

18. **List the Executive Officers of your organization.**

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| Carole Dauda, President | 6 Strathallan Dr., Hamilton | 389-1367 | 383-2621 |
| Larry Tyldsley, Treasurer | 603-155 Charlton St. East Hamilton | | 522-2593 |
| Alan Ernest | 4130 Derry Road Milton | | 335-4845 |

THE CORPORATION OF THE CITY OF HAMILTON

19. Submit an estimate of operating revenues and expenditures for your organization's fiscal year for which the grant is requested and a statement of operating revenues and expenditures for the preceding year in the attached form (Exhibit 1), together with the details of salaries and benefits (Exhibit 2). In addition, submit your organization's financial statements for the preceding fiscal year including details of assets and liabilities (balance sheet). Audited financial statements are preferred, and required if your grant request is $5,000 or more; however, if it is not normal practice to have an audited financial statement prepared, have your Treasurer submit your own financial statement. If the aforementioned financial statements are not presently available, these must be submitted <u>as soon as possible</u>, and in any event, before the grant is paid.

Oct 17 / [illegible]
Date

NOTE: I understand by signing this application that the City of Hamilton makes no commitment to the payment of any grant prior to final City Council approval. I also agree to submit a report within the grant calendar year outlining the success of the organization and the allocation of grant monies.

[illegible]

[illegible]
Name and Title of Officer Making Application

[illegible]
Signature of Officer Making Application

[illegible]
Telephone Number

Exhibit 1
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

STATEMENT OF REVENUES AND EXPENDITURES
(all amounts to nearest dollar)

| Description (1) | Fiscal Year Ended: Actual Preceding Year March 31 19 89 (2) | Fiscal Year Ended: Estimate Current Grant Year March 31 1990 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | Increase+ Decrease- over Preceding Fiscal Year: % (5) |
|---|---|---|---|---|
| **REVENUES** | | | | |
| Income (Specify) | | | | |
| Membership fees | 5,000 | 5,250 | 250 | 5.00+ |
| Donations | 6,500 | 7,000 | 500 | 7.69 |
| Fundraising | 10,523 | 12,000 | 1,477 | 14.03+ |
| GRANT RECEIPTS | | | | |
| Government of Canada | 86,454 | 96,500 | 10,046 | 12.09+ |
| Government of Ontario | | | | |
| Other Municipalities (Specify) | | | | |
| United Way Grants | | | | |
| OTHER (Specify) | | | | |
| Hamilton Foundation | 1,087 | 0 | 0 | -1.00 |
| **TOTAL REVENUES** | 109,564 | 120,750 | 12,273 | 10.20+ |
| **EXPENDITURES** | | | | |
| Salaries and Benefits (detail on Exhibit 2) | 76,927 | 83,323 | 6,396 | 8.31 |
| Other (Specify) | | | | |
| Ed. programs, staff development, resource materials, postage, office supplies. | 13,684 | 16,000 | 2,316 | 16.92+ |
| Subscriptions, A/V rental, printing & publicity, newsletter, transportation | 10,600 | 11,600 | 1,000 | 9.43+ |
| Rent, tel., audit, legal | 8,353 | 9,827 | 1,474 | 17.64 |
| **TOTAL EXPENDITURES** | 109,564 | 120,750 | 11,186 | 10.20+ |
| **SURPLUS OR (DEFICIT)** | | | | |

Appendix "A"
Exhibit 2
APPLICATION
GENERAL GRANTS

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR GRANT

DETAILS OF SALARIES AND BENEFITS
(as listed on Exhibit 1)

| Name and Position (1) | Fiscal Year Ended: Actual Preceding Year March 31 1989 (2) | Fiscal Year Ended: Estimate Current Grant Year March 31 1990 (3) | Increase+ Decrease- over Preceding Fiscal Year: Amount (4) | Increase+ Decrease- over Preceding Fiscal Year: % (5) | |
|---|---|---|---|---|---|
| Monica Quinlan, Coordinator, fulltime | 26,000 | 27,800 | 1,800 | 6.90+ | |
| Anneli Tolvanen Schools Officer, 9/10 of fulltime. | 20,500 | 22,000 | 1,500 | 7.30 | |
| Pat Wells, Publications Officer 5/10 of fulltime. | 13,700 | 14,500 | 800 | 5.80 + | |
| Beverley Fretz Secretary of State Project Worker, 6 months fulltime. | 11,227 | -- | | | *** |
| Pam McCarroll | | 13,223 | 1,996 | 17.00+ | *** |
| Benefits: CPP,UIC,OHIP | 5,500 | 5,800 | 300 | 5.45 | |
| TOTAL SALARIES AND BENEFITS per Exhibit 1 | 76,927 | 83,323 | 6,396 | 8.31+ | |

*** Secretary of State Project Workers are hired for different lenghts of time and hours per week.

THE CORPORATION OF THE CITY OF HAMILTON
City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

4:15

1989 June 6

The Canadian Tribute to Human Rights
Box 510 Station B
Ottawa, Ontario
K1P 5P6

Attention: J. Sadowski

Further to your request for a grant in your letter to Mayor Morrow dated October 18, 1988, the Finance Committee has considered your request. Regretfully they have recommended to take no action on your request.

Consistent with the grant policy you are eligible to appeal this decision by way of a fifteen minute presentation to the Finance Committee. The next scheduled meeting of the Finance Committee is Tuesday, June 20, 1989, at 2:00 p.m. Should you choose to appeal to the next Finance Committee meeting, I would need to know by Wednesday, June 14, 1989. Please contact me at 526-2739 so that I can allocate a time slot for the appeal or clarify any concerns that you may have relative to this decision.

Yours very truly,

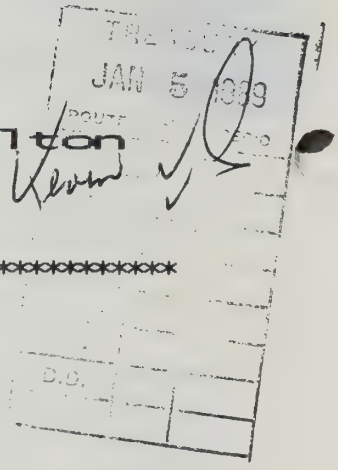
D. Kevin Beattie

D.K. Beattie
Grants Co-Ordinator

DKB:jc

# Corporation of the City of Hamilton

## Memorandum




**********

TO: E. C. Matthews
Treasurer

YOUR FILE:

FROM: John Thompson, Secretary
Finance Committee

OUR FILE:
PHONE: 526-2729

SUBJECT: HUMAN RIGHTS MONUMENT

DATE: 1989 January 4

Attached for your information and attention is a copy of a letter from The Canadian Tribute to Human Rights addressed to Mayor R. M. Morrow requesting a donation from the City of Hamilton towards the cost of constructing a Human Rights Monument in Ottawa.

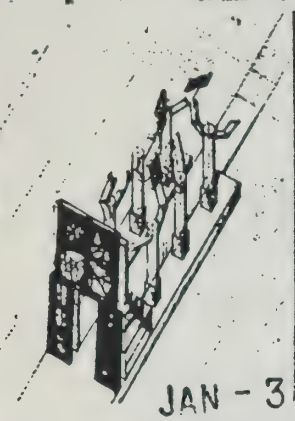
I would greatly appreciate receiving your comments and/or recommendations regarding this request for consideration by the Finance Committee.

JT:mjw

Attachment

c.c. Mayor R. M. Morrow

cc ~~Legislation~~ Committee Financial Comm



THE CANADIAN TRIBUTE TO
**HUMAN RIGHTS**

LE MONUMENT CANADIEN POUR LES
**DROITS DE LA PERSONNE**

NOV 8 1988

Box/C.P. 510 - Stn./Succ. b,
Ottawa, Canada K1P 5P6
TEL: (613) 230-2378

JAN - 3 1989

Mayor Robert Morrow
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

October 18, 1988

Dear Mayor Robert Morrow:

I am writing to invite the City Hamilton to participate in the building of the world's first monument to Human Rights.

The Canadian Tribute to Human Rights will be built in the centre of Canada's capital opposite the War Memorial next to the National Arts Centre and the new Court House.

The Canadian Tribute is the result of the work of a group of citizens in Ottawa, Montreal and elsewhere, who share in the conviction that fundamental human rights are the cornerstone for a society of justice and human dignity.

We know that Hamiltonians in general and your administration in particular share in this vision and commitment. The Tribute will remind our leaders, sensitize our visitors and teach our children that Canadians care about Human Rights.

The national competition for the designed of the site was won by Montreal artist Melvin Charney. His prizewinning sculpture will be prominently placed near Parliament Hill on the national ceremonial route. It will create a national meeting place which gives expression to our commitment to Human Rights.

Patrons/Sous le patronage de:

"We cherish the dignity and rights of every human being and every nation...To follow this path means to enhance the moral power of the all-embracing idea of human solidarity."

Lech Walesa, Oslo, 1983

David Ahenakew, C.M. • Doris H. Anderson, O.C. • Hon. Thomas R. Berger • Louis Bruyere • June Callwood, O.C. • D. Owen Carrigan • L'hon. Jean Chrétien, C.P. Adrienne Clarkson • Irwin Cotler • L'hon. juge Jules Deschênes • Marion Dewar Chief Georges Erasmus, C.M. • R. Gordon Fairweather, O.C., Q.C. • D'Iberville Fortier Victor Goldbloom, O.C. • Rév. Père Roger Guindon, omi, C.C. • Gordon F. Henderson, C.C., Q.C. • Daniel G. Hill • John P. Humphrey, O.C. • Jan Kaszuba • Stanley Knowles, O.C. • Joy Kogawa, C.M • Eva Kushner • Bernard Lamarre, O.C. • Antonine Maillet, C.C. • Dennis McDermott • Hon. Pauline M. McGibbon, C.C. • Mavor Moore, C.C. • Navin Parekh • L'hon. Gérard Pelletier, C.P., C.C. • Rabbi W. Gunther Plaut, O.C. • Christopher Pratt, C.C. • Juanita Westmoreland-Traoré V. Rev. Lois M. Wilson, O.C. • Maxwell F. Yalden, O.C. • Hon. Paul Yuzyk*
(*Deceased/Décédé)

"Nous respectons la dignité et les droits de chaque individu et de chaque peuple...Suivre ce chemin veut dire rehausser le pouvoir moral de l'idée englobante de la solidarité humaine."

Lech Walesa, Oslo, 1983

The Tribute is being built with the help of contributions from movements, organizations and institutions committed to Human Rights. Our organization is a community based non-profit organization of people across Canada with charitable status under the Income Tax Act of Canada.

The funding drive for the Construction Fund was launched on April 13th. We are presently raising the $350,000.00 needed for this phase of our project by soliciting donations of cash, services and materials. Preparatory work on the construction has began in September with the unveiling set for December 10th, the 40th anniversary of the United Nations Universal Declaration of Human Rights. The final dedication and unveiling is scheduled for April 1988 in connection with Charter of Rights day.

Two-thirds of the construction costs are being sought as donations of services and materials by construction firms. Roughly one-third (approx. $150,000.00) is being provided by a public subscription campaign. Part of this amount is being provided for the by major organizations which wish to be listed as 'major donors' on a permanent plaque at the site and who are contributing $5,000.00 or more. Among these are thus far the provincial governments of Ontario and Quebec, the Canadian Labour Congress, the Assembly of First Nations, the Canadian Ukrainian Committee, the Jewish Community Council, and the Association Canadienne Francaise de l'Ontario, to name but a few.

We would like Canada's major cities to join in as sponsors of the Tribute. The City of Ottawa has contributed through in kind donations and cash. The Toronto is currently assessing its contribution, and requests are being made to the cities of Winnipeg, Calgary, Edmonton, Vancouver, Halifax, Hamilton.

The Canadian Tribute is the first monument in the world dedicated to fundamental human rights and will serve as a national symbol of the need to guarantee and enhance these rights. It is a historic and unique project.

We hope that the City of Hamilton will be able to show support for the Canadian Tribute to Human Rights by formally endorsing our project and participating as a major donor.

With sincere best wishes.

Joe Sadowski

Joe Sadowski
Executive Director

AI
CONVEI

4:30

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-ordinator Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4 (telephone 526-2739).

1. Name, Address and Telephone Number of organization:

   Royal Canadian College of Organists
   14 Wellwood Street
   Hamilton, Ontario
   L8T 3X3 Phone: 388-2277

   Liason Person Marilyn Repchuck Phone No. 561-9253

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

   Having been founded in 1909, we are Canada's oldest musical organization. Hamilton is one of the largest of the 27 local centres of membership; that exsist from coast to coast throughout Canada. Our National Headquarters is in Toronto. Although we hold examinations, we are not a teaching institution; we are an association of organists and choir directors,dedicated to promoting high standards of music in Canadian churches.

3. What are the general objects and/or functions of your organization?

   To promote a high standard of organ playing, choral directing, church music and composition.
   To hold examinations in organ playing, choir directing, theory and general knowledge of music; to grant diplomas to members of the College who pass such examinations.
   To encourage organ recitals and other musical events; to afford opportunities amo ng members for discussion of musical interest and for meeting socially. To promote the welfare of church musicians.

4. a) Amount of the grant request $ 4,550.00 .

   b) Indicate when payment of grant is required.

| | Amount | Date |
|---|---|---|
| Upon City Council Approval | $4,550.00 | July 14, 1989 |
| Other Date or Installments | $ | |
| | $ | |
| | $ | |

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance.

Non-profit Hamilton organization playing host to people from all parts of Canada and the United States, most of which will be church organists.

We plan to have a Civic Luncheon on Monday, July 24, 1989 and will be including guests from City Council.

6. With respect to your event, answer the following:

(a) How may people will be in attendance? 350

(b) Of the stated number of people, how many are coming from outside of Hamilton? 275

(c) What is the date of the event? July 24, 1989

(d) What is the location of the event?

The Royal Connaught Hotel Ballroom

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

Please see the first part of #5.

THE CORPORATION OF THE CITY OF HAMILTON

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOU ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

We have requested contributions for other Convention events and general purposes; but no other Grant has been requested in connection with this Civic Luncheon.

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

Members do pay an annual membership fee, of which most goes to the R.C.C.O. National Headquarters in Toronto. Occasionally we sponsor an Organ Recital in Hamilton

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

Not in the near future.

11. List the Executive Officers of your organization:

| Name and Title | Address | Telephone Number Business | Home |
|---|---|---|---|
| David Davis, Chairman 1989 | 194 Sanford Ave. S., Hamilton, | | 529-2561 |
| Paul Grimwood, Chairman, | Central Pres. Church, Ham., | | 522-9098 |
| Eleanor Evenden, Secretary; | 14 Wellwood St., Hamilton, | | 388-2277 |
| Marilyn Repchuck, Treasurer; | 16 Garvey Cres., Hamilton, | | 561-9253 |

November 30, 1988
Date

Marilyn Repchuck, Treasurer
Name and Title of Officer Making Application

Marilyn Repchuck
Signature of Officer Making Application

561-9253
Telephone Number

W.P. #0753R

# REPORT OF THE LEGISLATION AND RECEPTION COMMITTEE

The Legislation and Reception Committee met at 11:00 a.m. on [redacted] in the Committee Room, 15th Floor, Regional Offices.

Present: Regional Chairman Wm. Sears

Chairman (Councillor) H. Bell
Vice-Chairman (Councillor) G. Copps
Councillors V. Agro, J. Barlow, T. Cooke,
J. Robb, R. Wheeler

Absent with regrets: Councillor J. Addison - town business
Councillor Morrow - city business

Members of Council:

The Legislation and Reception Committee presents [redacted]

1. Hamilton-Wentworth Housing Authority Appointment (CLE 88-063)
Your Committee Recommends:
That Robert Helwig be appointed to serve on the Hamilton-Wentworth Housing Authority for a 3 year term commencing November 31, 1988 and expiring November 30, 1991.

Agenda Item #2

2. Grant Applications
a) [redacted]
Your Committee Recommends:
That the request for a grant to assist in the expenses of the Biannual National Convention of the Royal Canadian College of Organists, July 24-27, 1989, in the amount as requested of $1,300.00, be approved.

b) Grant Application - Hamilton Aids Network for Dialogue and Support (Hands) (CLE 88-080)
Your Committee Recommends:
That the request for a grant to assist in the expenses of the Hamilton Aids Network for Dialogue and Support (HANDS), McMaster University, December 3-4, 1988, in the amount as requested of $200.00, be approved.

c) Grant Application - Hamilton Area Challenge Square Dancers Inc. (CLE 88-082)
Your Committee Reports:
That the request for a grant to assist in the expenses of the Hamilton Area Challenge Square Dancers Inc. Convention, Hamilton Convention Centre, November 3-5, 1988, in the amount as requested of $1,500.00, be approved.

New Business
Agenda Item #3

3. Store Closing By-law
Your Committee Recommends:
a) That By-law No. R88-125 be amended on Schedule "A" by deleting the date of Saturday, November 26, 1988, and replacing with the date of Saturday, November 12, 1988, as the exemption date for special sale for the stores within Eastgate Square, as per their request.
b) That the retail shops in the area municipalities of Hamilton, Ancaster, and Stoney Creek as noted on Schedule "A-1" and Schedule "B" of the attached By-law be exempted from Regional By-law No. R79-202 for the purpose of holding a special sale on the dates and at the times indicated.
c) That the appropriate By-law be submitted to Council for consideration.

. (See Bill No. 1345) Agenda Item #4

[redacted]

# MEMORANDUM • CITY OF HAMILTON

1988 JAN 13

| | | | |
|---|---|---|---|
| TO | : | *Mayor Robert M. Morrow* | YOUR FILE: |
| FROM | : | *Mrs. Susan K. Reeder, Secretary Legislation Committee* | OUR FILE : |
| SUBJECT | : | *National Convention - Royal Canadian College of Organists 1989 July 23rd - 27th* | DATE : *1988 January 11* |

*I am in receipt of a copy of a letter forwarded to me from your office from Ms. Repchuck, Convention Planning Committee, as attached herewith.*

*You will note that they have requested that the City of Hamilton sponsor a luncheon as part of the Convention arrangements. Funding for this type of event can be provided from the Convention/Reception/Grants Account. I have therefore taken the liberty of forwarding this request to Mr. Kevin Beattie, Secretary of the Grants Sub-Committee, for processing.*

Susan K. Reeder.

cc: *Mr. Kevin Beattie, Treasury Department*

DEC 2 1987 NOV 27 1987

TO: Mrs. S. Reeder, Secretary
Legislation Committee
Mr. Charles Harason, Regional
Transportation Dept.
Miss A. Schimmell, Director,
Culture & Recreation Dept.
Mr. Gabe Macaluso, Visitor &
Convention Services, Economic
Development Department

# The Royal Canadian College of Organists

HAMILTON CENTRE

16 Garvey Crescent
Hamilton, Ontario (L8K 3X1)
November 25, 1987

Mayor Robert Morrow
Hamilton City Hall
Main Street West
HAMILTON, Ontario

RE: NATIONAL CONVENTION IN HAMILTON, JULY 23 - 27, 1989

Dear Bob:

It has been a few weeks since I met with you, and spoke briefly about the Royal Canadian College of Organists National Convention to be held in Hamilton, July 23-27, 1989. The last time this same Convention was held here was in 1964. The headquarters was the Royal Connaught Hotel, and we have booked once again with them, expecting approximately 300 delegates. The City of Hamilton was very generous and helpful in 1964, and we are requesting help in the following areas for 1989:

1. A luncheon sponsored by the City of Hamilton.
2. A banner in front of City Hall or The Royal Connaught Hotel.
3. Use of Whitehern during one afternoon for a Garden Tea.
4. HSR - free bus passes for one day only.
5. Any souvenir of the City to each delegate.

I realize that we must apply for a Grant at the end of 1988 to receive financial assistance with the above items. We will expect dignitaries from the City of Hamilton to attend various functions during the week. We would be pleased to have you perform a mini-recital at some point during the week.

I appreciate and thank you for your time and help offered. Hopefully we will be able to keep the communication lines open between the City of Hamilton and The Royal Canadian College of Organists, in order that we may display this fine city to our many visitors.

Yours sincerely,

Marilyn

Marilyn Repchuck
Convention Planning Committee

CA4 ON HBLA05
C51F3
1989

E. A. SIMPSON
CITY CLERK

K. E. AVERY
DEPUTY CITY CLERK

MRS. J. McANANAMA
C.E.O.
HAMILTON PUBLIC LIBRARY
CITY HALL
HAMILTON, ONTARIO
L8N 3T4

# THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY CLERK

1989 June 16

## NOTICE OF MEETING

Finance Committee
Tuesday, 1989 June 20
2:00 o'clock p.m.
Room 233, City Hall

HAMILTON PUBLIC LIBRARY
JUN 30 1989
GOVERNMENT DOCUMENTS

John Thompson, Secretary
Finance Committee

JT:mjw

## AGENDA

1. Approval of the Minutes of the Meeting of the Finance Committee held 1989 May 23.

2. BUSINESS ARISING FROM THE MINUTES

   Report of Alderman J. Gallagher Re Operation Review/Audit of "All Departments" tabled by the Finance Committee at its meeting held 1989 May 23.

3. MANAGER OF PURCHASING

   (a) Replacement of One (1) Concrete Saw, Unit No. 9917, Central Garage

   (b) Replacement of Three (3) Sander Trucks with Plows, Units Nos. 9205, 9212, 9227 and Purchase of One (1) New Unit, Central Garage

(c) Replacement of One (1) Chassis with Lugger Body Mounted Unit No. 9040, Central Garage

(d) Purchase of Three (3) Brush Chippers; Two Replacements for Units Nos. 9620 and 9606 and One New Unit, Central Garage

(e) Replacement of Two (2) Integral Wheel Loader Backhoes, Units Nos. 9050 and 9001, Central Garage

(f) Replacement of Three (3) National Triplex Mowers, Units No. 9850, Central Garage

(g) Replacement of One (1) 3/4 Ton Van, Unit No. 9347, Central Garage

(h) Replacement of One (1) Compact Tractor, Unit No. 9506, Central Garage

(i) Replacement of Two (2) Turf Tractors, Units Nos. 9477 and 9475, Central Garage

(j) Purchase of Five (5) Front Mount Mowers; Three Replacements for Units No. 9920 and Two New Units, Central Garage

(k) Replacement of Six (6) Front Mount Mowers Nos. 9823 and 9845, Central Garage

4. TREASURER

(a) Financing of "Signing" Council Meetings Shown on Cable 14

(b) Funding of Dufferin Settlment Regarding Gore Park

(c) Request to Replace Vehicle No. 9237 from 1989 Depreciation List with Vehicle No. 9212.

(d) Comprehensive Audit Reports

5. CITY SOLICITOR

By-law to Exempt from Taxes, The Sisters of Social Service, 88 Fennell Avenue West

6. APPROVED SETTLEMENT OF CLAIMS

7. DIRECTOR OF PROPERTY

National Conference -
The Appraisal Institute of Canada, Montreal, Quebec
(Information Only)

8. 1989 GRANT APPEALS - 3:30 P.M APPROXIMATELY

9. NEW BUSINESS

10. ADJOURNMENT

ACCOPRESS®

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| 25071 | BLACK/NOIR | BG2507 |
| 25072 | BLUE/BLEU | BU2507 |
| 25073 | R. BLUE/BLEU R. | BB2507 |
| 25074 | GREY/GRIS | BD2507 |
| 25075 | GREEN/VERT | BP2507 |
| 25077 | TANGERINE | BA2507 |
| 25078 | RED/ROUGE | BF2507 |
| 25079 | X. RED/ROUGE X. | BX2507 |

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